**KAYLEE MCINTIRE**

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**OBJECTIVE:** To obtain a challenging financial planning intern position that will provide me with valuable experiences for the future.

**EDUCATION:**

**Bachelor of Science in Finance** Anticipated December 2020

**Emphasis in Financial Planning and Insurance** 3.66 GPA

Minnesota State University, Mankato – Mankato, MN Dean’s List

* Member of Financial Planning Club – Director of Club Speakers

**INTERNSHIP EXPERIENCE:**

**Summer Appraiser Intern** Summer 2018

Attig Pedersen Management & Appraisals

* Reviewed and developed detailed property valuations for single family homes, condominiums, apartments, and rural properties.
* Assembled and analyzed property information to determine its true fair market value and successfully resolved property owner inquiries.

**WORK EXPERIENCE:**

**Cashier/Team Member (Temporary)** 08/18 to Present

Tractor Supply Co. – Mankato, MN

* Provided excellent customer service by listening to customer’s needs and recommending items.
* Count money in cash drawers at the beginning of shifts to ensure that amounts are correct and that there is adequate change.

**Farm Hand** 04/12 to 08/19

Triple G Farms – Rock Rapids, IA

* Tended to livestock and kept them fed and healthy, as well as observed the cattle for signs of illnesses and treated them immediately.
* Ran various tractors and machinery for duties such as baling hay, feeding cattle, and transporting grain.
* Repaired fences and machinery.

**Child Care Worker** 08/16 to 01/18

Kid’s Club – Rock Rapids, IA

* Supervised and monitored the safety of the children in my care.
* Organized activities that allowed toddlers to develop small motor skills.
* Kept records and schedules of feeding times for infants.

**COMPUTER SKILLS:**

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| --- | --- | --- |
| * Microsoft Word | * Microsoft Excel | * Have Browsed Around |
| * Microsoft Power Point | * Microsoft Outlook | In Redtail |

**PROFESSIONAL SKILLS:**

|  |  |  |
| --- | --- | --- |
| * Adaptable | * Hard Working | * Dedicated |
| * Goal Minded | * Self-Motivated | * Quick Learner |
| * Great Communicator | * Creative Thinker | * Detail Oriented |
| * Organized |  |  |