

Kaya Barker
Boca Raton, Florida
(201) 315-7718
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Work Experience:

Achievement Centers for Children and Families, Delray Beach, Florida

Intern - Summer 2022

- Work included public relations, marketing, and grant writing for the foundation.
- Attended multiple networking and fundraising events within the regional business community.

Casa Maya, Deerfield Beach, Florida

Hostess & Waitress - 2018 - Present

- Maintained space availability, escorted customers to their tables, and addressed issues that arose.
- Part of a team that worked closely with customers on ordering and delivering their food and beverage choices.

The Wick Theatre, Boca Raton, Florida

Server - 2020 - 2021

- Part of a team that worked closely with customers on ordering and delivering their food and beverage choices.

Volunteer Experience:

High Five Basketball, Boca Raton, Florida

Volunteer - 2016 - 2019

- Assisted children with different disabilities play basketball in a safe and structured environment.

Education:

Boca Raton Community High School - 2015 - 2019

University of North Florida, Jacksonville Florida,- 2019 - 2020

Florida State University, Tallahassee Florida, -2020 - present

Major: English with a focus in editing, writing, and media

Minor: Communications

Extracurricular Activities:

Kappa Delta Sorority, Tallahassee Florida, Member- 2019 - 2021

- Held the position of Sisterhood Social Chair.
- Worked with and donated to different Panhellenic organizations.
- Held a position on the homecoming committee.

Skills:

Language - Sign Language - studied 2015 - 2018

Technical - Word, Powerpoint, Pages, Excel, Canva.

Social Media - Facebook, Twitter, Instagram, Pinterest, Tik Tok, LinkedIn.

Personal - Attentive to detail, relatable, organized, open-minded, writing, public speaking, communication with others, networking.