

Laila Morgan

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My objective is to create a welcoming environment for other employees that allows the workflow to move efficiently and effectively to ensure our goals for the company are met. I want to guarantee that all customers feel as if their items and belongings, whether big or small, are handled with care. I will strive to bring the company into a better future.

Authorized to work in the US for any employer

Work Experience

Canvassing Manager

DVCanvass - Atlanta, GA

February 2022 to May 2022

- Created a healthy, understanding work environment for employees
- Successfully created pairings for different employees to ensure amazing synergy and guaranteed donations
- Continuously kept track of employee statistics: success rate, amount brought in, and areas needed for training
- Planned events to keep overall team morale up
- One-on-one meetings to discuss areas of success and needed work, allowing employees to discuss their personal concerns with performance as well

Guest Advocate

Target

January 2021 to January 2022

- Provided exemplary service for both guests and employees.
- Provided useful communications to help guests comprehend their situation.
- Prevented numerous thefts or scams to ensure the company does not lose any assets.
- Resolved issues guests had with other employees, merchandise, facilities, and other guests.
- Garnered a positive, healthy working environment for fellow staff members.
- Ensured other employees' needs and wants were met in a reasonable and timely manner.
- Quickly fixed mistakes made by other staff members to ensure the guests' happiness.

Style Consultant

Target

August 2020 to January 2021

- Organized different clothing articles in a visually pleasing manner to help guests find what they needed.
- Created a coherent flow by organizing merchandise in the backroom and the front of the store to allow other employees and guests to acquire their needs in a timely manner.
- Unpacked multiple packages sent from the warehouse and arranged them in an expedient manner.

- Unloaded numerous packages and categorized them into their appropriate group for other employees to put onto display.

Intern

Xanadu Magic, Jean Childs Young Middle School
June 2019 to June 2019

- Provided child care on multiple occasions during projects, field trips, and classroom activities.
- Handled numerous documents dealing with sensitive information and money.

Education

associate's degree in Sociology

Georgia Military College - Fairburn, GA
August 2021 to Present

Biology

Georgia State University - Atlanta, GA
August 2020 to May 2021

Carver Early College - Atlanta, GA
August 2018 to May 2020

Hapeville Charter Career Academy - Atlanta, GA
August 2016 to May 2018

CarverEarly College

High school diploma or GED

Skills

- Guest Services
- Childcare
- Research
- Tutoring
- Teaching
- Case Management
- Statistics
- Writing Skills
- Mentoring
- Event Planning
- Administrative Experience
- Data Analysis
- Typing
- Organizational Skills

- Classroom Management
- Management
- Sales
- Fundraising
- Leadership
- Merchandising
- Social media marketing
- Graphic design
- Microsoft Excel
- Computer skills
- Microsoft Powerpoint
- Communication skills
- Marketing
- Computer literacy
- Microsoft Office
- Store management
- Time Management
- Adobe Photoshop
- Office Management
- Adobe Illustrator
- Quality Assurance
- Public Speaking
- Schematics
- Analysis skills
- Adobe InDesign
- Presentation Skills