

Curtis Smith

1340 West King Street Boone, NC 28607 | 336-414-3294 | smithcn3@appstate.edu

Education

Appalachian State University, Boone, NC

May 2020

Bachelor of Science in Communication Studies

- Minor in Nonprofit Management

Work Experience

Lowe's Home Improvement, Boone, NC

Customer Service Associate/Receiver

March 2019 – Present

- Maintained an organized and safe loading dock while operating under a deadline
- Consulted with customers about their needs and ideas and helped them navigate their home improvement plans
- Mentored new hires and ensured their success on the team
- Attained trainings and certifications to enhance individual performance

The Red Onion, Boone, NC

October 2017-Present

Cook/Dishwasher

- Accelerated operations in high-stress situations
- Collaborated with other team members to create efficiency on the line
- Facilitated good communication between members of the kitchen and other restaurant staff
- Developed a strong ability to multi-task

Home Smart Water, Greensboro, NC

Water Technician

May 2017- August 2017

- Diagnosed water supply issues within the homes of customers
- Advocated for customers' needs to the company
- Assisted in assembling and distributing products

My Way Lawn Care

Day Worker, Associate

May 2016 - August 2016

- Customized work to meet the needs of the customer
- Delivered a finish product in a timely fashion
- Demonstrated attention to detail

Involvement

Phi Sigma Kappa Fraternity, Boone, NC

October 2015 – Present

- Served as the Risk Management Chair
- Managed a committee and delegated responsibilities
- Facilitated communications between the fraternity and the university
- Coordinated volunteer events as well as alumni gatherings
- Volunteered for the Special Olympics and Watauga Humane Society throughout five years

Certifications

- Forklift License