

# Rebecca Lynn Burton

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(202) 236-2404

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## EDUCATION:

### Virginia Polytechnic Institute and State University, Blacksburg, Virginia

- Major: Entrepreneurship, Innovation and Technology Management
- Minors: International Business, Leadership, and Music
- Expected Graduation, May 2014 GPA: 3.47 In Major: 3.58

### Center for European Studies and Architecture in Riva San Vitale, Switzerland; Fall 2012

- Extensive travel while balancing 24 credits of Finance, Management, and Operations

## WORK EXPERIENCE:

### Kohl's, Gaithersburg, MD

Assistant Store Manager June 2014 - Present

- Managed \$14 million dollars in inventory and 100 associates
- Built winning teams through daily motivation and leadership
- Performed business analysis to impact positive change with sales and associate performance
- Selected to be a member of a competitive campus recruiting program
- Won an Assistant Store Manager competition for original ideas to improve the store experience

### Kohl's, Middle River, MD

Management Intern Summer 2013

- Lead teams and managed departments.
- Learned the "ins and outs" of running a large volume retail store.
- Performed business analysis, looked for improvement and executed change with positive results.

### Aflac, Inc., Columbia, MD

Independent Licensed Insurance Agent and Producer (MD, VA) Summer 2012

- Conducted sales presentations to corporate CEOs, owners and senior management regarding health, life and income replacement policies
- Closed sales and enrolled employees into insurance programs.

### Meyers, Rodbell & Rosenbaum, P.A., Rockville, MD

Law Firm Intern, Summer 2011

- Aided attorneys with daily functions
- Performed administrative office functions.

### Dave Albo for Virginia State Delegate, Springfield, VA

Voter Surveyor and Advocate, Summer 2011

- Solicited voter opinions door to door.
- Advocated for the Delegate's policy positions and candidacy

## SKILLS:

- Strong verbal presentation, writing and quantitative analysis skills
- Social media marketing: Hootsuite, Facebook, Twitter, Google+
- Microsoft Office: Word, Access, PowerPoint, Publisher, Project and Excel including basic VBA programming
- Basic training in French and Italian

## HONORS AND AWARDS:

- Pamplin College of Business Merit Scholarship
- Dean's List, Fall 2010, Spring 2011, Spring and Fall 2012

## ACTIVITIES AND COMMUNITY SERVICE:

- PRISM (Pamplin Reinventing Social Media) Social Media officer- The voice of @VTPamplin
- Marching Virginians Horn Section (2010, 2011); Rank Captain, 2011
- Virginia Tech Symphonic Wind Ensemble, French Horn, 2011
- Symphony Band French Horn Section Leader 2010, Spring 2013, Trumpet Spring 2012,
- New River Valley Symphony Orchestra, French Horn, 2011
- Relay for Life 2011, 2012, 2013
- Universalist National Memorial Church volunteer
- Equestrienne, Dressage & Three Day Eventing (fourteen years of experience)
- Dancing- Salsa Tech member, Ballroom, Swing
- Photography