

Madison Kelly Evans

Barto, PA | 610-570-4014 | madison.evans@eastern.edu

OBJECTIVE: Obtain a business internship to utilize my strong work ethic to actively participate in a dynamic work environment and acquire subject matter expertise.

EDUCATION:

- **Eastern University, St. Davids, PA** | August 2022 to present

(BS in Business Administration, Leadership Development Concentration, BA in Dance)

- **Lehigh Carbon Community College, Schnecksville, PA** | August 2020 to May 2022

(Dual Enrollment in H.S., General Studies, and Business Administration)

- **Salem Christian School, Macungie, PA** | H.S. Diploma June 2021

RELEVANT COURSEWORK:

Business/Leadership Skills Acquired at Eastern University (August 2022 to Present)

- **Group Dynamics (LDEV 445)** - Studied group behavior in an intimate class size, conducted facilitation exercises, cumulative group presentation
- **Operations Management (BUSA 321)** - Studied project management and quality control, designed a business plan for a product in an assigned group

SKILLS:

- Microsoft Office Suite and Excel Proficient
- Experience Interviewing Professionals
- Professional Business Presentation Experience

EXPERIENCE:

Business Intern with 2/13 Strategic Partners: HighTower Advisors, Wayne, PA (March 22nd - Present)

- One of two interns hired to help with different departments in the company
- Researching clients, updating information, spreadsheets, gift giving, etc.

Kings Dominion Grand Carnivale, Doswell, VA (June 2023 - July 2023)

- One of forty dancers casted, worked outside, 2 week rehearsal process
- Interacted with guests on stage, in the parade and as an atmosphere character daily

Dance Concerts with Eastern University's Dance Department (December 2022 - Present)

- Participated in dance pieces under direction of student choreographers
- Taught/choreographed weekly rehearsals after auditioning dancers and worked with department advisor

LCCC Christian Fellowship (CRU), Schnecksville, PA (September 2021- May 2022)

Madison Kelly Evans

Barto, PA | 610-570-4014 | madison.evans@eastern.edu

- Participated in valley-wide charity events at local churches
- Helped lead on and off-campus fundraising activities

Penn State Extension 4-H State Leadership Conferences, University Park, PA | January 2018 and 2020

- Attended several leadership themed workshops at the state level
- Built and enhanced skills used for the 4-H career and beyond

ACHIEVEMENTS:

- **Lehigh Carbon Community College Leadership Award** (2021-2022) for exceptional effort, valuable contributions and dedication to a campus club (CRU)
- **Green and White Clover Awards** (2019) for recognition and dedication to the PA 4-H program
- **The Spirit of 4-H Award** (2018) for helpfulness, sportsmanship, participation, interaction with others, and outstanding efforts in the club and across the county

REFERENCES:

Steven Welsh - Director of Dance at Eastern University

Contact: 1300 Eagle Rd, St Davids, PA 19087, swelsh@eastern.edu , 610-225-5392

Eugene O'Donnell - Business Law Professor at Eastern University

Contact: 1300 Eagle Rd, St Davids, PA 19087, eodonne2@eastern.edu

Marikay Frost - Leadership Development Professor at Eastern University

Contact: 1300 Eagle Rd, St Davids, PA 19087, marikay.frost@eastern.edu
