

KEVIN KOLC

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Professional Summary

Motivated and detail-oriented student at the University of Hartford, pursuing a double major in Supply and Logistics Management and Finance. Seeking an internship in supply chain, finance, accounting, or management fields. Strong analytical and problem-solving skills with the ability to optimize inventory targets, negotiate with suppliers, and manage material flow. Proficient in Microsoft Office Suite and experienced in communication, and business operations. Able to work efficiently in dynamic environments while maintaining excellent customer service and team collaboration.

Education

Bachelor of Science (B.S.) : Supply Chain Management, Finance, Expected graduation May 2026

University Of Hartford

GPA: 3.62

Relevant Coursework

- Supply Chain & Logistics Management
- Modeling and Data Analysis
- Investment Analysis
- Logistics Management

Experience

Server

March 2024 to Present

Belvedere Café and Restaurant

- Provided excellent customer service to 50+ customers per shift by anticipating needs and responding promptly to requests
- Demonstrated ability to interact with customers in a friendly and professional manner
- Assisted with training of new staff members, ensuring seamless integration into the team
- Managed multiple tasks in a fast-paced environment, staying calm and composed

Housing Renovation

January 2022 to October 2023

Self - New Britain, Connecticut

- Managed renovation budgets up to \$5,000 per project, ensuring cost-effective material purchases.
- Inspected existing structures for possible deficiencies or areas requiring repair or replacement
- Repaired damaged walls, ceilings and floors using appropriate materials
- Completed over 10 home renovation projects, including drywall installation, flooring, and painting

Store Clerk

June 2021 to September 2021

Krakus Deli - New Britain, CT

- Achieved 99% customer satisfaction through adaptable customer service and effective communication
- Maintained inventory of 500+ products, adjusting pricing to increase profitability
- Maintained a 100% clean and safe working environment by sweeping, mopping, and disposing of paint waste properly
- Intermediate Finance

Skills

- Microsoft Word
- PowerPoint
- Time Management
- Confidence
- Team collaboration
- Excel
- Publisher
- Communication
- Cash handling
- Strong work ethic

Special Qualifications

- Seal of Biliteracy in Polish (bilingual)
- NAF Certificate (CNC and Engineering)
- Bloomberg Certificate