

Cody Bryant

Hays, KS 67601
linkedin/link

(785) 222-9258
name@fhsu.edu

Education

Bachelor of Science in Business Education, May 2029

Major: **Corporate Communication**

Certificates: **Leadership Studies** and **Human Resource Management**

Fort Hays State University, Hays, KS

Study Abroad Experience at SIAS International University in Xinzheng, China

Work Experience

Engagement Coordinator

July 2026- Present

Fort Hays State University, Hays, KS

- Plan and implement a variety of service projects for FHSU and the surrounding communities
- Collaborate with other departments and organizations for service-learning opportunities
- Manage and maintain a positive relationship with community partners and volunteers
- Promote and advertise Student Engagement events
- Assist in the execution of IMPACT- Summer Leadership Retreat for 125 incoming freshmen students, and in the training of 30 student facilitators
- Collaborate in the planning and implementation of FHSU Welcome Weekend, a program designed to ease the transition of college for 1,250 new FHSU freshmen and assist in the training 100 team leaders

Secretary/Treasurer for Collegiate DECA

August 2026- Present

Fort Hays State University, Hays, Kansas

- Maintain assessment records compiled and completed by the Executive Board members
- Prepare the over \$5,000 budget after consultation with Collegiate DECA executives and advisors
- Prepare and distribute organizational minutes and communication to organizational members through email and organizational social media accounts

Leadership and Activities

Alpha Kappa Psi Business Fraternity

- Member of Alpha Kappa Psi- Zeta Pi Chapter
- Served on the Rituals Committee, responsible for the execution of the chapter's semesterly rituals

Global Learning Committee

- Advised the Associate Provost for Internationalization and Global Partnerships to identify and help implement an array of strategies and initiatives designed to cultivate traditional and virtual learning environments that place a priority on global education

Awards & Recognition

- Dean's Honor Roll
- Dane G. Hansen Scholarship Award Winner
- FHSU Tiger Pride Scholarship Winner

Avery Smith

Hays, KS 67601
linkedin/link

(785) 123-4567
name@gmail.com

Education

Bachelor of Science in Business Education, May 2029

Bachelor of Science in Secondary Education, May 2029

Fort Hays State University, Hays, KS

Professional Experience

Secondary School Experience, Spring 2029

Plainville High School, Plainville, KS

- Observe and aid the business education teacher during high school and middle school business education courses

Assistant Cheer Coach, Fall 2028-Spring 2029

Plainville High School, Plainville, KS

- Supervise and assist during cheer practice and travel with the team to games

Related Experience

Office Assistant, August 2025-December 2028

Biology Department, Fort Hays State University, Hays, KS

- Performed accounting operations using QuickBooks
- Utilized keyboarding skills to prepare various class assignments
- Prepared and sent recruitment letters and promoted the department through mail, email, and social media accounts
- Reconciled end-of-year paperwork

Qualifications

- Computer experience in Microsoft Word, Excel, Access, and PowerPoint, QuickBooks, and Canva
- Excellent teamwork, time management, and organizational skills

Honors/Activities

- Dean's Honor Roll
- Collegiate DECA
- FHSU Cheer Team Member

Lisa Rodriguez

4829 N. Blackwelder Ave. Apt #218
Hays, KS 67601

(785) 222-2168
name@gmail.com

Education

Bachelor of Science in Business Education, May 2029

Fort Hays State University, Hays, KS

Major: **Talent Development**

Internship

Human Resource Intern, May 2026- Present

Boot Hill Casino & Resort, Dodge City, KS

- Develop new hire orientation and new hire marketing
- Assisting with the recruiting aspect of the application process and interviewing potential candidates
- Review confidential documents with employees (I-9's, Insurance, Employee Relations, Payroll) and Kansas Racing and Gaming Commission (KRGK) paperwork with employees

Work Experience

Supervisor, August 2023-Present

Old Chicago, Hays, KS

- Create and distribute staff work schedules, managing schedule changes with employees
- Handle all complaints and ensure customers enjoy a pleasant dining experience
- Responsible for onboarding and training all new staff, providing training as needed for approximately 15 current staff members

Organizations/Volunteer Work

- **Executive Officer**, Director of Recruitment
Society for Human Resource Management (SHRM)
Fort Hays State University Chapter, 2025-Present
 - Recruit new members and teach each members how to register as a National SHRM Member
 - Plan Spring 2025 Career Trip
- **College Recruiter and Mentor**
Hispanic College Institute, Summer 2024 and Summer 2025
 - Educated students on college applications, enrollment, and looking at what opportunities the college has to offer them
- **Member/Rituals Committee Member**
Alpha Kappa Psi Business Fraternity (AKPsi), 2024-2025
 - Assisted in the interview and selection of new members
 - Assisted with onboarding new members