

Hayden McKree

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EDUCATION

Bachelor of Science in Management, Emphasis in Human Resources Management **May 2024**

Jon M. Huntsman School of Business, Utah State University (USU) *Logan, UT*

- **3.72 GPA**, while working 15 hours per week
- Minor in Data Analytics
- Member: Women in Business Association & Motorsports Club
- Relevant Courses: Organizational Behavior, Big Data Analytics, & Systems Strategy and Problem Solving

WORK EXPERIENCE

Human Resources Intern May – Aug 2022

Sportsman's Warehouse *Remote*

- Led new hire (3) orientations for company, topics included company values, recording working hours and timesheets, and safety trainings
- Assisted in updating employee files and approximately 25 background checks to ensure up-to-date company and hiring records
- Evaluated application process and trained top recruiters on functionalities within the applicant tracking system (ATS) to improve applicant hiring experience and efficiency of overall hiring process
- Investigated and compiled information regarding to employee relations issues and best practices for leadership

Server/Shift Manager Jan 2020 – Jan 2022

Chick-fil-A *Logan, UT*

- Completed transactions with a welcoming demeanor to provide high quality customer service
- Cross-trained 4 employees per month, and coordinated scheduling with team members to ensure seamless service
- Resolved complaints and customer issues promptly and professionally, earning 85% positive feedback ratings by establishing rapport with patrons and providing unparalleled service

SERVICE & LEADERSHIP

Vice President of Membership May 2021 – Present

USU Society of Human Resource Management (SHRM) – Student Chapter *Logan, UT*

- Recruit and prepare participants for annual Utah SHRM state-wide competitions, 1 undergraduate and 1 graduate team competed and was awarded 2nd and 1st place respectively in 2022
- Coordinate recruitment activities such as tabling and Business Week to promote membership to the club
- Write and send regular communication emails to club members, promoting upcoming events and professional development opportunities

Vice President of Corporate Outreach Dec 2021 – Present

USU Covey Leadership Center *Logan, UT*

- Collaborate with the Huntsman External Relations team to develop and maintain a quality network for members
- Plan networking events between corporate partners and club members for professional development and recruitment opportunities
- Participate in leadership workshops and events with business leaders to gain insights as well as develop a professional network

SKILLS, CERTIFICATIONS, & INTERESTS

- Proficient in MS Word, Excel, PowerPoint, SQL, & Canva
- Familiar with Salesforce, SharePoint, & HRIS
- MS Excel Associate Certification, 2021
- LinkedIn Learning: Human Resources Certification, In Progress
- Hobbies include mountain biking in Green Canyon, playing spike-ball with friends, and reading fantasy novels