

## Taylor Adams

2085 Heavenly View Trail, Reno, NV 89523 (662) 648-9507 | tvadams@unr.edu

### Professional Summary

Disciplined Honors College student with a 3.5 GPA seeking to apply strong quantitative, administrative, and customer relations skills to a role in the banking industry. Proven to be trustworthy, detail-oriented, and professional in high-pressure situations. Eager to contribute to a team-focused financial environment.

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### Core Competencies

- **Financial & Quantitative:** Fundraising, Event Budgeting, Cash Handling
  - **Interpersonal & Service:** Customer Relations, Public Speaking, Teamwork, Conflict Resolution
  - **Technical & Administrative:** Administrative Support, Microsoft Office Suite, Professional Communication
  - **Languages:** Fluent in English, Conversational in Spanish
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### Education

**The Honors College, University of Nevada, Reno** | Reno, NV

- Expected Graduation: May 2028
  - Major: Finance
  - Minor: Economics and Accounting
  - Overall GPA: 3.5
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### Professional Experience

**Honors Ambassador** | The Honors College, University of Nevada, Reno *August 2025 – Present*

- Serve as a professional representative for the Honors College, engaging with prospective students, families, and university stakeholders.
- Communicate program benefits and answer complex questions, demonstrating strong advisory and interpersonal skills.

**Academic Tutor & Teacher's Aide** | Robert McQueen High School *August 2023 – June 2025*

- **Entrusted** by administrators with sensitive student data and key administrative tasks, ensuring 100% accuracy and **confidentiality**.
- Provided organizational support for classroom logistics, record-keeping, and grading.
- Tutored students, adapting communication styles to explain complex subjects clearly and effectively.

#### **Umpire** | PONY Baseball *May 2021 – 2023 (Summers)*

- Mastered and **enforced a complex rulebook** with complete accuracy and impartiality, demonstrating high **attention to detail**.
  - Made decisive, fair judgments under pressure while managing high-stress situations.
  - Resolved conflicts effectively between coaches and parents, maintaining professionalism and **integrity** at all times.
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### **Leadership & Activities**

#### **Class Board Member** | McQueen High School (2023-2025) & Cox High School (2021-2023)

- Co-managed fundraising initiatives that successfully **raised over \$3,500** for major class events.
- Participated in event planning and **budget management** to ensure events were profitable and met strict financial goals.

#### **Varsity Athlete (Football & Baseball)**

- Member of a 5A Virginia State Championship football team; developed advanced skills in teamwork, discipline, and goal-setting as a 2-year varsity athlete.

#### **Superintendent's Advisory Committee & National Honor Society Member**

- Selected for committee and honor society based on academic excellence, strong character, and leadership.
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