

Anslee Nicole Heckel

Student Services Center | 318-357-4503 | heckela@nsula.edu

Professional Summary

Managed a 15 parish territory, worked with students, parents, and schools to ensure that future students are fully admitted to the university. Assists with students in financial advising, housing, and registration .

Education

MASTER OF ARTS | 2015-PRESENT | UNIVERSITY OF NEW ORLEANS

- Major: Hospitality Restaurant Tourism

BACHELOR OF SCIENCE | AUGUST 2015 | NORTHWESTERN STATE UNIVERSITY

- Major: Hospitality Management and Tourism

Experience

UNIVERSITY RECRUITER | NORTHWESTERN STATE UNIVERSITY | 2015- PRESENT

- Handles multiple territories, works with students, parents, and schools to ensure that future students are fully admitted to the university. Attends college fairs and schedules private visits at every school in territory. Has good communication and organization skills.

INTERN | MANDY CATHEY WEDDINGS AND EVENT | 2015

- Helps work multiple events, ensures guest lists and invitations are executed, helps keep up inventory, and does computer work. Ensures the event sticks to the time plan given.

WAITRESS/ BARTENDER | THE LANDING RESTAURANT | 2013-2015

- Led multiple shifts, ensured orders and drinks were correctly made and delivered in a prompt manner, helped order, stock, and organize merchandise, janitorial duties, clerical work such as telephone skills and placing reservations.

SALESPERSON | LUX CLOTHING AND ACCESSORIES | 2012-2013

- Worked to maintain and grow profitability of the store by in-store and social media marketing, stocked shelves and other areas of the store, clerical work.

WAITRESS/ BARTENDER | UPPER CRUST CATERING | 2009-2013

- Led multiple events, helped set up and arrange the food, helped cooked food for certain stations, helped manage setup and breakdown of events,