

Madelynn Clair Janke

24709 West 76th Street, Shawnee, KS. 66227 | 913.712.6228

mcjanke@ksu.edu | www.linkedin.com/in/madelynnjanke

EDUCATION

Major: Bachelor of Science in Kinesiology | National Strategic Selling Institute Certification

Kansas State University, Manhattan, KS

GPA: 3.7 | Expected Graduation Date: May 2025

EXPERIENCE

Sales Associate | Suntan City – Manhattan & Shawnee, KS Locations

May 2023 to August 2024

- Promoted and sold diverse product lines by highlighting unique features and providing merchandise recommendations tailored to customers' needs and preferences.
- Coached team members on advanced sales techniques, enabling monthly sales targets
- Cultivated and sustained strong relationships with peers and upper management, driving team success in achieving sales, service, and operational objectives
- Handled incoming calls, providing detailed information about products, services, store hours, policies, and promotions

Front Desk Associate | Genesis Health Clubs – Manhattan & Olathe, KS Locations

August 2020 to Present

- Managed facility communication system, efficiently responding to inquiries and directing calls to appropriate sales and personal training departments
- Delivered exceptional front desk service by efficiently managing the check-in process and fostering positive guest interactions through engaging conversations.
- Managed point-of-sale transactions, including deposits, fees, and payments, while accurately processing financial data and providing customer documentation
- Managed facility maintenance; notify relevant personnel of facility and room maintenance issues to ensure immediate resolution

CAMPUS INVOLVMENT & LEADERSHIP

- Alpha Chi Omega (2022-2023)
- Kinesiology Ambassador (2022-2023)
- NJCAA softball team at Highland CC Academic Year: 2022

AWARDS

- Dean's list, Kansas State University | Academic Year: 2023-2024
- Presidential Scholar 2022 at Iowa Western Community College Academic year 2021