

Michael Frank

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PROFESSIONAL SUMMARY

Highly motivated professional with strong communication skills and extensive experience in customer service and moving company operations. Proven track record in building and maintaining positive client relationships, ensuring customer satisfaction, and providing effective solutions to challenges. Career highlights include successfully managing multiple moving projects while maintaining excellent service standards and developing strategies to improve operational efficiency. Passionate about helping team members grow, providing mentorship, and fostering a collaborative environment to deliver exceptional service to clients and improve company performance.

EDUCATION

Kansas State University, Manhattan, KS
Major: Professional Strategic Selling

Graduation: May 2028

EXPERIENCE

Big Boy Movers

Mover - Wichita, KS

May 2024 – August 2024

- Assisted with moving clients' belongings, ensuring careful packing, loading, and unloading to avoid damage.
- Provided excellent customer service by maintaining professionalism and clear communication with clients throughout the moving process.
- Worked efficiently as part of a team to complete moves in a timely manner, while adhering to safety protocols.
- Developed problem-solving skills to handle complex moving logistics, including tight spaces and large items.
- Maintained organization and attention to detail, ensuring all items were properly tracked and accounted for.

Skills:

- Effective communication and customer service
- Team collaboration and time management
- Attention to detail in handling client possessions
- Strong physical endurance and problem-solving capabilities

Sorority House Boy

Wichita, KS

August 2024 – Present

- Responsible for providing support to the sorority house with tasks such as maintenance, event preparation, and general upkeep.
- Demonstrated excellent interpersonal skills by engaging with members and addressing any needs or requests promptly and professionally.

- Coordinated with house leadership to ensure smooth operations during events and social gatherings.
- Assisted with organizational tasks, including inventory management and room preparations, ensuring a clean and welcoming environment.
- Fostered positive relationships within the sorority, contributing to a harmonious and efficient living space.

Skills:

- Customer service and interpersonal communication
- Event coordination and logistical support
- Organizational skills and multitasking
- Conflict resolution and professional demeanor

