

**MAYA OTT**  
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## EDUCATION

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**University of Nevada, Reno** — B.S. Pre-Business Administration, Expected May 2029

- Coursework: Microeconomics, Business Foundations, Info Systems
- Career focus: Hospitality management, guest relations, luxury service, event support

**Greenwich High School**, June 2025

- Founder, Conflict Mediation Club
- Coursework: Honors Psychology, Advanced Psychology, Bio-Chemistry, Advanced Biology

## EXPERIENCE

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**Raw Rev — Student Intern** (May 2025 – June 2025)

- Conducted daily quality checks ensuring consistency, accurate labeling & presentation.
- Organized inventory to improve accuracy & restocking efficiency.
- Performed competitor & pricing analyses that strengthened understanding of consumer preferences.
- Collaborated on improving customer-facing packaging and product experience.

**Childcare Provider — Babysitter** (Sept 2024 – July 2025)

- Delivered hospitality-level care through safety, comfort & communication.
- Adapted quickly to changing needs, demonstrating patience & service-minded decisions.
- Managed schedules, meals & routines; strengthened multitasking & time management.
- Built trust through reliability, empathy & clear communication.

**Systemic Psychotherapy Center — Client Experience & Digital Support**

- Created an online system used by 200+ clients for scheduling & service access.
- Designed logos & visuals promoting professionalism & emotional comfort.
- Supported a welcoming digital presence reflecting front-desk hospitality standards.

## SKILLS

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Guest relations • Customer service • Conflict mediation • High attention to detail  
Spanish (Conversational) • CPR/AED Certified • Time management • Service recovery  
Inventory organization • Problem-solving • Professional communication