

# Morgan Miller

1149 Greenbrier Rd.  
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## Education

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Diploma – May 2013  
Whiteoak High School, Mowrystown, Ohio

Graphics Certificate – May 2013  
Southern Hills Career and Technical Center, Georgetown, Ohio

Associates of Marketing – August 2015  
University of Cincinnati - Clermont, Batavia, Ohio

Business Administration Certificate – October 2017  
Martinsburg College – Martinsburg, WV

Child Development Associates (CDA) – April 2018

Labor Doula, Postpartum and Infant Care Doula, Postpartum Placenta Specialist, Childbirth Educator – Certified

Infant Feeding Specialist – Pre-certified

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## Work Experience

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### Holtfield Station

620 S High Street  
Hillsboro, OH 45133

**02/2012-08/2014**

**Salary:** 8.50 USD Per Hour

**Hours per week:** 25

**Barista**

**Duties, Accomplishments and Related Skills:**

I was responsible for providing friendly and professional customer service to all customer that would come through Hillsboro and stop at Holtfield Station for a great experience and quick fill up. I was in charge of making sure the dining, coffee, and bathroom areas were in presentable conditions for each customer to enjoy their visit. I was responsible for making sure the orders were properly taken from the drive-thru and the inside counter. I was responsible for opening and closing, which included starting the drawer, getting the coffee together, and turning all of the equipment on.

**Supervisor:** Rachel Tully (937) 402-4200

**Okay to contact this Supervisor:** Yes

### Inspire Training Center

2005 US-62  
Winchester, OH 45697

**03/2014-08/2015**

**Salary:** 8.50 USD Per Hour

**Hours per week:** 4

**Gymnastics Coach**

**Duties, Accomplishments and Related Skills:**

I was responsible for looking out for all of the children that were in my classes. Each month I would set up new stations and activities for the children to learn different mobile skills. The children that I worked with were 18 months to 6 years old. The classes would range from 30-45 minutes, once a week. I was responsible for communicating with the children's parents about how their child was progressing. When I didn't have any classes going on I was responsible for helping in the office, answering phones, assisting parents and, taking payments.

**Supervisor:** Becki Crum (937) 442-2000

**Okay to contact this Supervisor:** Yes

**Park National Bank**

4550 Eastgate Blvd.  
Cincinnati, OH 45245

**06/2014-08/2014**

**Salary:** 10.00 USD Per Hour

**Hours per week:** 35

**Marketing Assistant**

**Duties, Accomplishments and Related Skills:**

I was responsible for attending marketing meetings and taking down notes. I organized all past event and volunteer work that Park Bank had been involved in. Inputting all of the information into an online system. I attended one of the summer events that Park Bank was involved in, as well as ordering more supplies for the future events. I was in charge of the Park National Bank Facebook and Twitter Page to create social media marketing and interaction. I assisted in creating the Park Bank online Newsletter.

**Supervisor:** Michelle Hamilton (513) 753-0900

**Okay to contact this Supervisor:** Yes

**Paradise Electric**

9755 Careytown Rd.  
Hillsboro, OH 45133

**08/2014-11/2014**

**Salary:** 8.50 USD Per Hour

**Hours per week:** 25

**Receptionist**

**Duties, Accomplishments and Related Skills:**

I was responsible for inputting information into the online system from recent jobs that were finished and in progress. I was in charge of making sure the equipment was signed in and out. I was responsible for organizing the files around the office and the equipment. I was responsible for printing out the layouts of the past, new, and in progress jobs. I can type 40 words per minute and have obtained experience of typing and computers.

**Supervisor:** David Wolfenbarger (937) 393-0099

**Okay to contact this Supervisor:** Yes

**Gift-ology**

4601 Eastgate Blvd. #620  
Cincinnati, OH 45245

**02/2015 – 12/2015**

**Salary:** 8.50 USD Per Hour

**Hours per week:** 30

**Sales Associate**

**Duties, Accomplishments and Related Skills:**

I was responsible for greeting and showing around the customers. I would help them find the perfect gift that they were searching for. I was in charge of wrapping and presenting the gift in a way that was unforgettable. I was responsible for opening Gift-ology cards for the customers that were interested. I would help clean the floors and tables set up around the store. I assisted in setting up the new tables for each season, holiday, and event going on. I was responsible for being the Endless Brand Ambassador in the store. I would assist in checking in and stocking new items that arrived at the store.

**Supervisor:** Rebecca McQueary (513) 752-4438

**Okay to contact this Supervisor:** Yes

**Serco**

6501 W Gore Blvd  
Lawton, OK 73505

**03/2016-06/2016**

**Salary:** 10.88 USD Per Hour

**Hours per week:** 40

**General Clerk II**

**Duties, Accomplishments and Related Skills:**

Call processing center.

**Supervisor:** Renee Capps (580) 354-7966

**Okay to contact this Supervisor:** Yes

**Tincher Child Development Center**

4122 Bragg Rd.  
Fort Sill, OK 73503

**07/2016-05/2018**

**Salary:** 14.30 USD Per Hour

**Hours Per Week:** 30

**Child and Youth Program Assistant**

**Duties, Accomplishments and Related Skills:**

Maintains control of and accounts for whereabouts and safety of children and youth ranging in age from 6 weeks to 18 years. Supervises children and youth during daily schedule of indoor and outdoor activities and on field trips, outings, and special events. Promotes and models safety, fitness, health, and nutrition practices. Cares for special needs children and youth as directed by the supervisor. Notifies supervisor of health, fire, and safety compliance concerns. Helps arrange for and serve appropriate snacks or meals where applicable. Observes program participants for signs that may indicate illness, abuse, or neglect and reports as directed. Notes special instructions provided by parents. Ensures children and youth (as applicable) depart with authorized person according to written parental instructions. Helps create adult-made games and play materials (mixing paint and play dough and assembling props for dramatic plays, activities, etc.) and assists with developing a list of needed supplies and equipment for submission to the supervisor. Interacts with children and youth using approved child guidance and youth development techniques as provided by supervisors. Interacts professionally with staff members, parents, and local installation command personnel.

**Supervisor:** Yolanda Crowley (580) 442-2320

**Okay to contact this Supervisor:** Yes

**Victoria's Secret**  
9525 Colerain Ave.  
Cincinnati, OH 45251

**09/2019-03/2020**

**Salary:** \$10.00 USD Per Hour

**Hours Per Week:** 8

**Sales Associate**

**Duties, Accomplishments and Related Skills:**

Help organize/setup floor, assist customers with shopping and returns.

**Supervisor:** Jen (513) 379-0121

**Okay to contact this Supervisor:** Yes

**Doulas of Cincinnati Independent Contractor**

PO Box 112060  
Cincinnati, OH 45211

**10/2019-Current**

**Salary:** \$20 USD Per Hour

**Hours Per Week:** 25-38

**Doula**

**Duties, Accomplishments and Related Skills:**

Self-employed for an agency in Cincinnati, Morgan Miller - Doula For You - Greater Cincinnati Services LLC. I work with clients in home on different levels. I do postpartum work, placenta encapsulation and private childbirth education classes. I work with families preparing to bring a new baby home and also offer help with the siblings during a shift.

**Supervisor:** Emily Johnson/Katie Brenner (513) 655-7941

**Okay to contact this Supervisor:** Yes

**Organizational Empowerment Volunteer Marketing Coordinator**

**06/2021-Current**

Maintaining the website through Wordpress, uploading videos, working in Vimeo, Google Drive and YouTube.

**Supervisor:** Gene Holloway (818) 469-7833

**Okay to contact this Supervisor:** Yes

## **Skills**

Adobe Photoshop  
Adobe InDesign  
Adobe Illustrator  
Microsoft Word  
PowerPoint  
Excel  
40 Words Per Minute  
Prezi

## **Achievements/Volunteer/Organizations**

PACE member/Event coordinator  
Dean's list  
Member of the National Society of Collegiate Scholars  
2015 Portland, Oregon Exploration of Business Trip  
Cincinnati Business Trips  
Summer Internship – Marketing Assistant  
Accepted into the University Honor Society  
2 year Graphics Ambassador  
Skills USA Treasurer  
Attended Buckeye Girls State  
A/B Honor Roll Student  
Perfect Attendance  
Photographer Intern for Animal Shelter in 2013  
Graphics Merritt Award  
4-H Treasurer  
4-H Highland County Fair Queen Attendant  
Highland County Health Fair  
FRG Treasurer