

KAI BEESON

Motivated and detail-oriented high school student eager to develop professional skills and contribute to team success in a part-time role. Key skills include:

Problem Solving - Teamwork - Time Management - ITF Fundamentals -
Organization - Communication

WORK EXPERIENCE

Event Coordinator – JW Marriott

November 2025 – Present

- Coordinates and supports the planning, setup, and execution of events for high-end clientele in a luxury hospitality environment
- Communicates directly with guests, vendors, and internal departments to ensure seamless event flow and exceptional guest experiences
- Manages event spaces, setup timelines, and logistics while maintaining JW Marriott quality standards
- Adapts quickly to changing event needs, resolving issues with professionalism and attention to detail
- Collaborates with service, culinary, and banquet teams to deliver polished, memorable events

Key Skills:

- Event Planning & Coordination
- Professional Guest Communication
- Adaptability & Fast Learning
- Cross-Department Collaboration

Crew Member – MOD Pizza

March 2025 - November 2025

- Handled point-of-sale transactions, restocked supplies, and assisted with opening/closing tasks
- Delivered fast, friendly service while preparing custom pizzas and salads in a high-paced, team-oriented environment
- Maintained cleanliness and food safety standards throughout kitchen and dining areas
- Worked efficiently with team members to ensure customer satisfaction and accurate orders

EDUCATION

High School Diploma – Johnson High School

Graduation Year: May 2026

Extracurricular activities: Digital board operator/mixer for theatre department, DECA member

Cyber Security Pathway – Institute of Cyber Security

Graduation Year: May 2026

Relevant coursework: Penetration Testing and Vulnerability Assessment, Network Engineering and Administration, and Intro to Virtualization, Programming, and Network Security

CERTIFICATIONS

CompTIA ITF+ Certification

April 2023

CompTIA Security+ Certification

May 2025