

Karissa McMichael

443.333.3333 • kmcmichael10@elon.edu

Current: 4586 Campus Box • Elon, NC 27244

Permanent: 999 Wick Drive • Needham, MA 02494

EDUCATION

Elon University, Elon, NC May 2022

Bachelor of Arts: Psychology

GPA: 3.41

Minor: Business Administration

Honors: Psi Chi, Presidential Scholarship

Study Abroad: Business of the Pacific Rim

January 2021

- Experienced China, Singapore, and Vietnam through the lens of business and cultural activities

HUMAN RESOURCES EXPERIENCE

Extreme Reach, Needham, MA

May 2021 - August 2021

Human Resources Intern

- Assisted HR team with ADP portal management
- Maintained personnel files, benefit files, and I-9 forms for 100+ employees
- Collaborated with staff to administer Charity Match Contribution program

Copland Industries, Burlington, NC

February 2020 - May 2020

Human Resources Intern

- Compiled and managed database of employees
- Attended OSHA and Alamance County Human Resource Association meetings
- Assisted with pre-screening job candidates and observed orientation and termination sessions
- Evaluated health benefits and company compensation plan

RESEARCH EXPERIENCE

Social Anxiety in College Students

February 2020 - May 2021

- Researched impact of social anxiety on academic performance in minority college students
- Developed a social anxiety inventory designed specifically for college students
- Presented findings at Spring Undergraduate Research Forum at Elon University

Racial Stereotyping in the Workplace

August 2020 - December 2020

- Conducted experiment on impact of racial stereotyping on workplace practices in corporations
- Analyzed gathered data, determined significance of findings and compiled 25-page report of findings

LEADERSHIP

Society for Human Resource Management

August 2019 - Present

Vice-President of Programming (February 2021-Present)

- Organize and implement annual networking event for 20 HR professionals and 40 students
- Coordinate monthly guest speakers to educate members about the realities of HR work

Elon 101

August 2019 - December 2020

Teaching Assistant

(Academic Years)

- Provided academic and social advice to class of 16 incoming freshmen
- Developed lesson plans and independently instructed classes about time management and study skills