

# Randall Miller

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## Education

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**UNIVERSITY OF GEORGIA**, Athens, GA May 2027  
-Master of Arts In Political Science & International Affairs  
**GEORGIA INSTITUTE OF TECHNOLOGY**, Atlanta, GA May 2025  
-Bachelor of Science in Economics  
-Minor In Law, Science, and Technology  
-3.4 GPA & 10 Consecutive Semesters on Dean's List

## Employment

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**BIRCH RIVER MANAGEMENT - EXECUTIVE ASSISTANT**, Canton, GA August 2022-July 2025  
-Organizing & Cataloging Of Spreadsheets  
-Communications, Collections, and Billing  
**VOICE & ACTING COACH- SELF EMPLOYED**, Woodstock, GA May  
2020-Present  
-Training Actors For Auditions On A High School & Community Level  
**J&N STORAGE – SUMMER INTERNSHIP**, Canton, GA May 2025-August 2025  
-Designed logo as well as all website linked social media pages (4 platforms) May 2024-August 2024  
-Organized & Coded company website (5 pages on main website)  
-Data Analysis & Organization to encourage future business (72 storage units)  
-Customer Service & Hybrid work environment (30+ new renters)  
**MATHEMATICS TUTOR - SELF EMPLOYED**, Woodstock, GA May 2020-December 2020  
-Taught a variety of Algebra & Geometry units weekly to a variety of ages.  
**HIGH ADVENTURE CAMP - BOY SCOUTS OF AMERICA**, Atlanta Area Council March 2017-February 2019  
-Eagle Scout Leader  
-Philmont Scout Ranch (2017, New Mexico), Sea Base (2017, 2018, Florida Keys)  
-Summit Bechtel Reserve (2018, West Virginia), Northern Tier High Adventure Base (2019, Minnesota)  
**EAGLE SCOUT PROJECT - TROOP 4056**, Woodstock, GA May-June 2018  
-Planned, organized, and built an amphitheater for Hickory Flat United Methodist Church

## Skills

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### CERTIFICATIONS:

-Microsoft Office Certified, Advanced Scuba Certified  
-CPR/AED/First Aid Certified, Pool & Open Water Lifeguard Certified

### LANGUAGE:

English (Native), Spanish (Intermediate)

### PERSONAL:

Leadership, Project Management, Event Planning, Communication, Public Speaking, Time Management, Time Efficiency, Customer Service, Maintenance & Repair

### MUSIC:

Chorus President, Chorus Officer, A Capella, Choral, Musical Theater, Piano, Sight Reading

### TECHNOLOGY:

Video Editing (DaVinci, Capcut), Picture Editing (Picsart, Picmonkey, Photoshop), Java Coding, Python, Google (Drive, Docs, Sheets, Slides), Zoom, Website Building, Social Media Platforms