

Caitlin Dailey

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EDUCATION

Texas A&M University

*Master of Science in Finance
Mays Business School*

College Station, Texas

*May 2025
3.0/4.0*

Texas A&M University

*Bachelor of Science in Industrial Distribution
College of Engineering*

College Station, Texas

*May 2024
Cumulative GPA: 3.54/4.00*

Study Abroad: Greece Economic Analysis of Engineering Projects-Winter 2023

PROFESSIONAL EXPERIENCE

Texas Instruments

Business and Operations Rotational Program

Dallas, Texas

July 2025

Texas Instruments

Business and Operations Intern

Dallas, Texas

May 2024 – August 2024

- Developed a VBScript using Excel to semi-automate the refreshment settings for the TI Store inventory, increasing task efficiency by 75%
- Identified regions of stranded inventory to then either fulfill customer demand orders or relocate the inventory to the worldwide distribution plant to fulfill the backlog

United States Department of Labor

Dallas Regional Office Intern

Dallas, Texas

June 2023 – August 2023

- Briefed the National Labor Council on a comprehensive analysis of national employment data, including growth rates and regional employment patterns as well as the national policies associated with the potential US economic trends
- Identified and addressed inefficiencies within targeted labor markets, such as the healthcare and agricultural industries, by leveraging advanced Excel functions and descriptive statistics of US employment data

Texas A&M Athletics

Student Athlete Attendance Tracker

College Station, Texas

January 2024 – Present

- Monitored class attendance records through Excel for 30 student-athletes to ensure compliance with program requirements

LEADERSHIP & INVOLVEMENT

Freshmen Leaders in Progress

Director, Assistant Director

College Station, Texas

October 2020 – May 2022

- Crafted and mentored a team of 16 sophomore counselors, fostering a shared vision, establishing individualized goals, and delegating responsibilities to ensure the delivery of a memorable freshman service and social-oriented experience
- Managed the scheduling and execution of 5 weekly events, including staff and advisor meetings, to uphold organizational goals and responsibilities of commitment and mentorship to establish interpersonal relationships within the A&M community
- Interviewed over 1000 freshmen alongside 17 other counselors to recruit 56 new members to enhance leadership experiences at Texas A&M through the assessment of potential leadership skills and Texas A&M's core values

Zeta Tau Alpha Sorority

Recruitment Team, Director of Fraternal Education

College Station, Texas

August 2020 – Present

- Collaborated with a diverse team contributing to the development and execution of strategic recruitment initiatives, resulting in 100 new members; strengthened community engagement through interactive workshops with membership
- Developed and delivered 2 monthly educational sessions on talking points and behavioral expectations to the entire chapter, aiming to cultivate a deeper understanding of Zeta's culture and values among members

Fish Camp

Counselor

College Station, Texas

March 2021 – October 2022

- Mentored 150 incoming freshmen to share Texas A&M's core values, resources, and organizations to provide a sense of community before transitioning into freshman year
- Developed a weeklong schedule of activities and events to prepare for the 250 incoming freshmen in 2022 Camp Poteet

SKILLS, ACTIVITIES & INTERESTS

Certifications & Training: Wall Street Prep Excel and PowerPoint, CFA Investments Foundations

Activities: Freshmen Leaders in Progress Big (Mentor), Professional Association of Industrial Distribution (PAID)

Interests: Traveling Abroad, Playing Pickleball, Skiing, Cooking New Recipes, Pilates, Cycling, Reading