

Katherine Braaten

Wedding/Event Intern
Fair Hills Resort



Primary Responsibilities:

- Social Media Marketing
 - Updated TheKnot, Wedding Wire, and Pinterest
- Inventory Management
 - Created a system to keep track of liquor inventory throughout the property
- Event Management
 - Executed weddings and corporate events at the Barn at 5 Lakes Resort/Fair Hills Resort

Project: Created an inventory handbook on how to properly keep liquor inventory

Findings:

- With no system in place the Resort is vulnerable to theft
- Without proper inventory management it is hard to track profit/loss
- Consistency is important to keep track of current inventory

Top Three Lessons I Learned:

- Ask as many questions as you can
- Be confident in your work
- Take advantage of every opportunity to learn something new