

FirstName LastName

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EDUCATION

Bachelor of Arts in Business Administration, University of Washington Bothell Expected, June 2021

- Dean's List: Fall 2018, Winter 2018
- Recipient – UW Bothell General Scholarship

HIGHLIGHTS

- 2 years of customer service experience from retail positions and community involvement
- Exemplary leadership and collaboration skills through student involvement
- Strong written and oral communication abilities from coursework and academic group projects

LEADERSHIP EXPERIENCE

Vice President, Student Government September 2018 – Present

- Worked with 4 other executive board officers
- Planned 3 fundraising events that raised \$7,500 combined, and each attracted 100+ people
- Supported President with meeting agendas and succession planning
- Acted as liaison between students, staff/faculty, and community members to raise awareness of student concerns and suggest improvements

VOLUNTEER EXPERIENCE

Gift Shop Associate, St. Francis Hospital December 2018 – Present

- Provided excellent customer service by answering questions and helping find desired merchandise
- Handled sales by ringing up customers and placing orders over the phone
- Maintained balance in cash register and responsible for counting profit at the end of the day

Tutor, Bothell Elementary School January – June 2018

- Tutored 4th grade student in general education competencies including math, English, and science
- Collaborated with 5 tutors to develop instructional methods, discuss effective approaches, and possible improvements
- Reported student development and improvements to main teacher
- Helped plan end of year celebration for 4th graders to commemorate their academic success

HONORS AND AWARDS

Member, National Honors Society September 2014 – June 2017

- NHS recognizes students who have demonstrated excellence in the areas of scholarship, service, leadership, and character

Community Involvement Scholarship Recipient, Lion's Club June 2017

- Received \$1000 scholarship for outstanding commitment to community service and volunteer work