

RESUME PROFILE

As a committed student with plenty of computer experience through various classes, I seek to seize any opportunity to learn and interact by communicating with others. With my previous experiences as an intern and a sales associate, I have learned to value customer service.

EDUCATION

Completed four years at Mission Hills High School.

Graduation date: June 2015

G.P.A. 4.3 Top 10% of class.

EXPERIENCE

Girl Cave Sales Associate

- **March 2015- present:** Accountable for representing the store by providing great customer service and selling merchandise; this includes experience with cash register and handling money

Newspaper Staff Member, Mission Hills High School

- **Aug 2013 – June 2015:** A.S.B (Associated student body) editor of campus newspaper, responsible for national first place award.
- **Aug 2013 – June 2015:** Responsible for discovering the unsung heroes within the school campus to report their story, and holds experience with InDesign

President of Optimist Club

- **August 2014- June 2015:** Duties as president include planning and executing community service projects to improve the school grounds

Kindred Nursing Home Intern

- **September 2013 – August 2014:** Duties as an intern include providing a safe and welcoming environment for all patients, as well as organizing and completing resident files

RELEVANT HIGH SCHOOL STUDIES

Knowledgeable with word processing, Photoshop, InDesign, and Illustrator through intense computer classes, familiar with statistics and extensive amounts of data

HONORS, AWARDS, AND MEMBERSHIPS

- **American Scholastic Press Association Award 2014/2015:** Two-time recipient of the national first place award based on design and content
- **Cardinal Scholar:** An award granted to students at Mission Hills with a 4.0 or higher cumulative G.P.A
- **California Scholarship Federation:** Awarded to students that complete a set amount of community service hours with a 3.5 G.P.A or higher
- **National Honors Society:** A selective organization that rewards students based on academic excellence and achievements
- **Link Crew Leader:** A title earned by dedicated students willing to guide incoming freshmen

