KALEIGH KASS

High School Academic

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J (123) 456-7890

III Linkedin

Houston, TX

WORK EXPERIENCE

Cashier

Philly Pretzel Factory

2020 - current O Houston, TX

- Maintained the cash drawer with 98% accuracy
- Received a \$500 bonus for spotting and preventing shoplifting that would have resulted in a \$3.2K loss
- Named Philly Pretzel Factory Employee of the Month 6 months after hire, earning an additional bonus of \$500
- Baked 5-6 pretzel recipes and served 60+ customers per shift, maintaining a positive and welcoming manner
- Packaged and delivered catered orders per client specifications for ~3 events per month

Volunteer

Trinitas Hospital

2020 - 2021 @ Houston, TX

- Answered 30+ phone calls daily and responded to emails, increasing efficiency by 32%
- Monitored visitors, provided guest lanyards, and documented arrivals and departures
- Helped hospital staff at a 350-bed facility to clean the reception area by sweeping, mopping, and removing trash
- Accumulated L1K volunteer hours, and helped raise \$6K+ through fundraising events for the children's cancer unit
- Provided administrative services, like sorting/delivering mail, coordinating calendars, and scheduling appointments

Mentor (Volunteer)

Young Academics

11 2019 - 2020 P Houston, TX

- Developed reading and math lessons for 6 elementary students, and provided 5 hours of tutoring weekly
- Worked one-to-one with students to improve literacy and math abilities by at least one letter grade
- Increased new student enrollment rate by 8% within the first 4 months of volunteering via word-of-mouth referral

EDUCATION

High school diploma Clear Lake High School

- **2018 2022**
- Houston, TX

SKILLS

- Written Communication
- Customer Service
- Administration
- Microsoft Office
- Slack
- Collaboration
- Presentation

Highschool Resume Sample With Freshman Cheerleading

Emilie Sanchez

Highschool Resume Sample With Freshman Cheerleading:

Immerse yourself in heartwarming tales of love and emotion with Explore Love with is touching creation, Experience Loveis Journey in **Highschool Resume Sample With Freshman Cheerleading**. This emotionally charged ebook, available for download in a PDF format (Download in PDF: *), is a celebration of love in all its forms. Download now and let the warmth of these stories envelop your heart.

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Interactive and Gamified eBooks

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