

**Rebecca Paul**  
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## **Overview**

I have worked in customer service for much of my professional working career and have a passion for helping others. I am currently enrolled at the University of Iowa finishing my sophomore year with my declared major as Pre-Business pursuing a degree in Marketing. I am highly motivated to expand my knowledge within my field of study through a Summer 2019 internship. I look forward to using my positive work ethic, creative problem solving skills and listening skills to provide positive and consistent results.

## **Skills**

- Team Leadership
- Strong Verbal Communication
- Conflict Resolution
- Creativity
- Microsoft Office
- Graphic Design

## **Experience**

Makray Memorial Golf Club

Barrington, IL

Hostess

August 2016 - Present

- Answering phone calls for all offices
- Seating and accommodating guests
- Taking reservations
- Kept shelves clean and well stocked
- Established and maintained a positive work environment.
- Assisted co-workers with duties such as cleaning and setting tables