

# Alexis Arendt

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## Education

**Gettysburg College**, Gettysburg, PA

**expected May 2019**

Pursuing a Bachelor of Arts degree in Economics with a Business Minor

GPA: 3.5

**St. Paul's School for Girls**, Brooklandville, MD

**June 2015**

Graduated Cum Laude

GPA 4.0

## Work Experience

**VP Finance for the Delta Gamma Organization**, Gettysburg, PA

**2017-Present**

Balanced budgets and managed funds for the Beta Lambda chapter of Delta Gamma, while helping each member with their personal finances as well.

**Jaeger Fitness Center**, Gettysburg, PA

**2016- Present**

Worked as a service desk attendant at the front desk of the gym. Helped people with their gym needs and provided customer service.

**Our Little Secret Catering Company**, Baltimore, MD

**2013-Present**

Served and prepared food for events catered by the company. Utilized social skills when walking and serving food at large events

**St. Paul's Summer Camp**, Brooklandville, MD

**2015**

Worked as a summer camp counselor with children in elementary school. Guided their activities and daily learning goals.

**Brick Bodies Gym**, Padonia, MD

**2013-2014**

Provided customer service at the front desk in the gym, answering client questions and solving problems related to everyday gym operations.

## Honors and Activities

**Gettysburg, PA**

Delta Gamma Sorority

**September 2016- Present**

Dean's List

**2016**

Dean's Commendation List

**2015**

Club Lacrosse

**2015-Present**

## Volunteer Experience

**Townsville Cultural Festival**, Townsville, QLD, Australia

**2017**

Helped plan and enact cultural activities within the festival. Gave out information to customers and assisted visitors in choosing their experiences within the festival.

**El Centro**, Gettysburg, PA

**2015- 2016**

Assisted elementary school age children with math homework and language studies in English and Spanish on a weekly basis.

**Brightview Assisted Living**, Lutherville, MD

**2012-2015**

Assisted elderly residents with activities and tasks on a weekly basis.

## Skills

**Computer:** Proficient in MS Word, PowerPoint, Excel and Publisher.

**Language:** Conversational Spanish.