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200 Kyndal Drive Hampton, GA, 30228

Education

Hampton High School	Georgia State University
High School	Bachelors Political Science/History
Hampton, Georgia	Atlanta, Georgia
Graduated May 2018	Estimated Graduation: May 2022

Employment History

Hampton High School
Teaching Intern
Hampton, Georgia
August 2017 - December 2017

Discuss assigned duties with classroom teachers in order to coordinate instructional efforts.
Prepare lesson materials, bulletin board displays, exhibits, equipment, and demonstrations.
Present subject matter to students under the direction and guidance of teachers, using lectures, discussions, or supervised role-playing methods.
Tutor and assist children individually or in small groups in order to help them master assignments and to reinforce learning concepts presented by teachers.
Moderated Wednesday Debates and Discussions

Dunkin Donuts
Crew Member
Locust Grove, Georgia
June 2018-Present

Ensures each guest is highly satisfied with their experience at Dunkin' Donuts
Acknowledges all guests with a friendly smile and is highly responsive to needs and special requests
Resolves guest problems with a sense of urgency
Communicates clearly with each guest in a friendly and courteous way
Completes all orders accurately and within Dunkin' Donuts speed of service standards
Consistently serves quality food and beverages to each guest
Issues a receipt with each order to provide guests with an opportunity to tell us about their visit
Participates in team service to ensure each guest is served quickly
Stays focused on the guest and accomplishes all work assignments with excellence
Maintains food safety standards
Contributes to the cleanliness of their workstation and the restaurant
Describes and assembles promoted products and beverages according to the current marketing promotion
Monitors and adjusts the products in the back case according to Dunkin' Donuts merchandising and product appearance standards

Professional Certifications

Microsoft Office: Advanced
Coding: Intermediate
Game Design: Intermediate
Small Business/Entrepreneurship: Advanced
Forensics/Criminal Justice: Advanced

Community and High School Activities

Student Government Future Business Leaders of America
Youth in Government Black Student Council LGBT Club
Debate/Mock Trial Student Ambassadors
Teen Advisory Board/Student Representative Board
National Society of High School Scholars Peer Mentor/Tutor

Skills

Active Listening	Deductive Reasoning	Persuasive
Analytical	Technology	Problem Solving
Critical Thinking	Leadership	Strategic Planning
Communication	Logical Reasoning	Policy Writing

Reference

Roslyn Evans 2015-2017 Law Teacher and Mentor 770.946.7461 Roslyn.Evans@henry.k12.ga.us
Hampton High School
795 Hampton-Locust Grove Road, Hampton, GA 30228