

Kaylin Foss

Mifflinburg, PA 17844 - (570)898-2406 - kcfoss125@gmail.com

Education

High School Diploma: 06/2021

Mifflinburg Area Senior High School - Mifflinburg, PA

GPA: 3.8

Bachelor of Science: Biology/Pre-med, 2021-2022

Juniata College: Huntingdon, PA

GPA: 3.6

Extracurricular Activities

- Women's golf
- Caring for kids with cancer - secretary
- Yoga club
- Social service club
- Student athletic advisory committee

Bachelor of Science: Psychology, Expected in 05/2025

Muhlenberg College: Allentown, PA

GPA: 3.6

Extracurricular Activities

- Women's golf

Professional Summary

Hardworking student offering work experience and enthusiastic about learning from others. Meticulous and detail-oriented with excellent observational, organizational, and communication skills. Is self-directed and energetic with superior performance in both autonomous or collaborative environments working independently and collaborating with others on group projects.

Awards

- Hugh O' Brian Leadership representative
- Technology Student Association state champion - photographic technology

Skills

- Community service
- Teamwork and collaboration
- Data entry
- Verbal and written communication
- Attention to detail
- Documentation

Work History

Crew member, 05/2021 to 08/2021

Chipotle - Lewisburg, PA

- Prepared chips, burritos, bowls, quesadillas, and other food orders for customers
- Communicated with upper management when there was a problem
- Worked in a demanding, high-stress, and physically demanding environment to guarantee customer satisfaction
- Worked in a group to keep operations efficient and smooth
- Established positive relationships with my co-workers and the target audience

Paid Summer Community Health Outreach Intern, 05/2022 to 08/2022

Broad Top Area Medical Center/Wellness Center - Huntingdon, PA

- Gained proficiency in Word and Excel

Wedding Caterer, 06/2022 to 08/2022

Ard's Farm - Lewisburg, PA

- Loaded heavy food items to be transported
- Operated a small van to/from weddings
- Interacted with guests to ensure they receive the food and drinks they desire
- Served guests (buffet style) in a friendly yet swift and effective manner
- Took initiative to grab any empty plates/glasses to be readied for cleaning
- Thoroughly cleaned food-related items that were utilized for the wedding