

# Larkin Perler

(479) 445-9236  
Meadowlark1400@gmail.com

## Skills

Customer service (face-to-face and phone)  
Creative problem-solving Sales reconciliation and negotiations Dispute resolutions  
Data processing  
Inventory control  
Client relationship management  
Time management  
Analytical skills  
Critical thinking skills  
Organizational skills  
Money management  
End-of-day processing  
Customer relations

## Education

Advanced Degree  
Salem High School  
2019-2021  
Bachelor of Science, Anthropology  
University of Arkansas  
2021-present

## Languages

English (fluent)  
Spanish (basic)  
American Sign Language (basic)  
Chinese (basic)

## Awards

Octa Norma High Departmental Scholarship  
Patti Johnson Wilson Foundation Scholarship  
Non-Resident Tuition Award  
Federal Pell Grant

## Work Experience

University of Arkansas, Department of Anthropology- **Research Assistant**

*May 2023-December 2023*

525 N Garland Ave, Fayetteville, AR 72701.

Responsibilities: Maintain quality standards to preserve the integrity of data and findings, analyze data using various statistical methods, write reports to summarize data and the implications of the results, performing literature reviews for research team, conducting research and summarizing findings on project findings, maintaining and updating forms and documents for a project, researching findings that relate to a project and provide feedback for improvement, analyzing data using statistical software, cleaning laboratory equipment and conducting inventory checks

Lake Fayetteville Marina— **Marina Operator**

*September 2022-March 2023*

1153 E Lake Fayetteville Rd, Fayetteville, AR, 72701.

Responsibilities: Observe and enforce all rules and regulations of the facility to prevent accidents or emergency situations, educate and inform patrons of the rules and regulations of the facility, keep up with any necessary park and equipment maintenance, maintain a clean and safe facility, complete all appropriate daily paperwork and training during shift.

University of Arkansas CEA Testing Center — **Program Assistant**

*September 2021-May 2022*

380 N. Stadium Dr, Fayetteville, AR, 72701.

Responsibilities: Proctor student exams, adhere to FERPA, daily use of databases, scan and return completed exams, maintain cleaning schedule, assist with check-in/ check-out and student questions.

Wasabi's — **Waitress**

*June 2020 - February 2021*

214 Market St SE, Roanoke, VA 24011.

Responsibilities: Greeting and serving customers, providing detailed information on various menu items, multi-tasking, customer service, janitorial duties, collecting payment.

Country Cookin' — **Waitress**

*February 2020-June 2020*

4521 Melrose Ave NW, Roanoke, VA 24017.

Responsibilities: Greeting and serving customers, providing detailed information on menus, multi-tasking, various front-of-the-house duties

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