

Hannah I Nielsen

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SKILLS

Organization, fast learner, accountability, self driven, and reliability

EDUCATION

Central College, Pella, IA — *Expected graduation in May of 2028 with Bachelors of Science, Physics*

Awards: 4.0 GPA, Dean's List -Fall 2024

John R. Mott, Postville, IA — *High school diploma including college courses at NICC*

Awards: 3.97 GPA, Dean's List -Fall 2023 and Spring 2024

Volunteer

Assistant Youth Director at Peace Lutheran, September 2024 - Present

President of Youth Group at St. Paul, September 2022 - May 2024

Involvement

Collegiate Athlete - Women's Tennis, December 2024 - Present

Team Member - Programming Board, September 2024 - Present

Captain - Women's High School Soccer, March 2023 - May 2024

Officer - Local FBLA Chapter, September 2023 - May 2024

Courses

Astronomy, Calculus, Chemistry, Coding, and Environmental Science

EXPERIENCE

Windmill Cafe, Pella, IA — *Busser/Waitress*

September 2024 - Present

- Provided excellent customer service by warmly greeting guests and efficiently seating them, ensuring a welcoming and organized environment.
- Consistently ensure accurate payment processing and timely delivery of correct change.
- Assist waitresses in delivering food to customers swiftly to ensure a positive dining experience

- Adequately cleaned and cleared tables to ensure a quick turnaround.

Norplex, Postville, IA — *Intern*

June 2023 - Present

- Improved existing records to enhance clarity and ease of understanding.
- Created data spreadsheets for upper management to support decision-making.
- Assisted customer service team members with various high-priority tasks and needs.
- Entered customers' data, orders, and quotes into the system to maintain accuracy and proficient processing.

Kwik Star, Decorah, IA — *Kitchen Worker*

June 2023 - Present

- Trained new hires on kitchen procedures and safety standards.
- Cooked food and chicken to maintain a consistently stocked hotspot.
- Shredded and repurposed chicken for display and sale on the sales floor.
- Washed dishes and cleaned the kitchen to uphold health and safety standards.
- Monitored and reported readings on equipment every four hours to uphold efficiency.

The Barn Restaurant, Prairie Du Chien, WI — *Busser/Waitress*

May 2022 - August 2024

- Received food and beverage orders, advised on daily specials, and ensured a personalized dining experience.
- Ensured customer satisfaction by proactively addressing needs, such as refilling drinks and clearing empty dishes.
- Prepared dining areas for large groups, guaranteeing a welcoming and organized environment.
- Efficiently cleaned and reset tables quickly during peak hours to maintain an organized dining area.
- Assisted with the smooth execution of holiday buffets and weddings, providing a positive atmosphere for larger-scale audiences.
- Fostered strong relationships with guests and built bonds with repeat clientele.

Uptown Grill, Waukon, IA — *Busser*

October 2022 - December 2022

- Washed dishes and cleaned the kitchen to maintain health and safety standards.
- Adequately cleaned and reset tables to ensure a quick turnaround.
- Completed closing duties to facilitate a smooth transition and set the next shift up for success.

Benzing Surveying, Waukon, IA — *Assistant Surveyor*

June 2022 - August 2022

- Updated and optimized the website to improve credibility, accessibility, and user experience.
- Created detailed CAD (Computer-Aided Design) drawings for projects.
- Prepared and gathered field data for analysis and practical use.
- Contributed to weekly point processing for the Elkader Bridge Restoration Project.
- Assisted surveyors in the field by transporting and operating equipment for data collection.
- Established survey points in the field for accurate data collection and successful project execution.