

JULIA LABATE

CONTACT

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📍 925 Victoria Drive
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PROFILE SUMMARY

A committed professional with a background in customer service, program coordination, and youth education, I currently serve as a Front Desk Attendant at an Athletic Complex, where I oversee check-ins, manage communications, and handle daily operations. My experience includes roles as a K-2 Soccer Instructor and Summer Camp Counselor, where I focused on skill development, safety assurance, and promoting inclusive environments. Proficient in multitasking, managing transactions, and maintaining records, I possess a keen attention to detail, adaptability, and a strong dedication to fostering positive experiences.

EDUCATION

2021-2025
RUTLAND HIGH SCHOOL

- Diploma 2025

2024-2025

VERMONT STATE UNIVERSITY-
CASTLETON

- Dual Enrollment Senior Year of High School
- GPA: 3.1 / 4.0

SKILLS

- Organization
- Communication
- Leadership
- Supervision & Safety
- Customer Service
- Time Management
- Flexibility

WORK EXPERIENCE

Rutland Recreation Department

2024 - PRESENT

Front Desk at Athletic Complex

- **Customer Service & Administration:** Welcome guests, address questions, offer details about programs and schedules, oversee check-in procedures, respond to phone calls and emails, and facilitate transactions.
- **Facility Oversight & Support:** Oversee the utilization of the facility, implement safety protocols, keep accurate records, support event planning, and manage maintenance coordination.

Rutland Recreation Department

2024 - PRESENT

K-2 Soccer Camp Instructor

- **Coaching & Player Development:** Instruct fundamental soccer techniques using age-appropriate exercises and activities, cultivating a passion for the game within a supportive and inclusive atmosphere.
- **Safety & Communication:** Prioritize the safety of players, foster positive behavior management, engage effective communication with parents, and work together with instructors to design sessions and uphold an organized camp environment.

Rutland Recreation Department

2023 - PRESENT

Summer Camp Counselor

- **Activity Preparation & Safety:** Arrange resources, evaluate safety measures, examine emergency procedures, and confirm preparedness for daily operations.
- **Supervision & Engagement:** Facilitate activities suitable for their age, observe behavior, supervise meal times, and create a welcoming and inclusive atmosphere.
- **Parent & Staff Communication:** Welcome families, share important updates, facilitate a seamless check-in and checkout process, and work together with staff on camp planning.