

# Anne Perkins

Ap123@nau.edu | 928-555-1234

## Summary of Qualifications

---

**Leadership:** Proven leader with 4 years of leading diverse teams in sports, volunteering, and other activities

**Communication:** Fluent in Spanish and English, effectively communicating both verbally and in writing

**Time Management:** Prioritizes well and manages a schedule to achieve academic excellence and involvement

**Adaptable:** Adjusts to new situations, working with all populations ranging from 14-75 year olds

## Education

---

**Northern Arizona University**, Flagstaff, AZ

*Major:* BS Criminology and Criminal Justice

*Minor:* Psychology

*Accomplishments:* Dean's List, Lumberjack Scholarship

*Expected:* December 2021

*GPA:* 3.9

## Experience

---

### **Volunteer | Sunshine Rescue Mission**

August 2018 – Present

Flagstaff, AZ

- Cooked and served meals 8 hours a week to local Flagstaff homeless population
- Provided necessary resources to individuals in need from toiletries to contacts at other organizations
- Showed genuine compassion for a needed population by eating meals and conversing with the homeless

### **VP Risk Management | Alpha Delta Pi**

August 2017 – August 2018

Flagstaff, AZ

- Facilitated 40+ meetings, de-escalating frustrating conversations through careful listening and patience
- Maintained confidentiality and properly handled sensitive information in weekly conduct meetings
- Created new bylaws to ensure organization was in compliance with city and university standards
- Coordinated risk management at 14 events and partnered with organizations for trainings for 80+ people

### **Volunteer Cashier | NAU Concessions**

August 2017 – December 2017

Flagstaff, AZ

- Performed cashier duties and prepared food to raise over \$2,000 for philanthropy at 15+ games
- Worked efficiently with team of 7 to ensure excellent customer service and quick problem solving

### **Tutor | Long Beach High School**

June 2014 – August 2018 (seasonal)

Long Beach, CA

- Tutored athletes below mandated GPA requirements, ensuring 100% eligibility for all events
- Provided tools and assisted with strategy to help 4 students secure college scholarships
- Instilled confidence in struggling students by providing consistent words of encouragement