Anne Perkins

Ap123@nau.edu | 928-555-1234

Summary of Qualifications

- Leadership: Proven leader with 4 years of leading diverse teams through sports and volunteering.
- Time Management: Prioritizes well and consistently manages a schedule to maintain success.
- Adaptable: Adjusts to new situations well and is comfortable working with diverse populations.
- Communication: Fluent in Spanish and English, effectively communicating both verbally and in writing.

Education

Northern Arizona University, Flagstaff, AZ

Expected December 2023

Bachelor of Science, Criminology and Criminal Justice

- Minor: Psychology
- GPA: 3.9
- Accomplishments: Dean's List, Lumberjack Scholarship

Experience

Volunteer | Sunshine Rescue Mission Flagstaff, AZ

August 2019 – Present

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

VP Risk Management | Alpha Delta Pi Flagstaff, AZ

August 2018 – August 2019

- Facilitated 40+ meetings, de-escalating frustrating conversations through 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 Flagstaff, AZ

August 2018 – December 2018

- 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.
- Adhered to all food safety regulations while storing, preparing, and serving food.
- Monitored customers orders to maintain quick service in an organized manner.

Tutor | Long Beach High School Long Beach, CA

June 2014 – August 2018 (seasonal)

- 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.