**Sally Saltwater**

625 N. Jordan Ave. Bloomington, IN 47405

[username@iu.edu](mailto:username@iu.edu)

(555) 555-5555

**Education**

**Indiana University** May 2019

Bachelor of Arts, GPA: 3.73/4.0 Bloomington, IN

Major: Comparative Literature

**Management Experience**

**Indiana University Campus Recreational Sports** September 2015 – present

*Lifeguard*  Bloomington, IN

* Supervise swimmers during lap swim, academic and athletic shifts to ensure safety habits in the pools
* Organize equipment so that the facilities have all resources easily available to the students and athletes as well as answering all questions and inquiries about the facility to create a friendly and inviting atmosphere

**Leadership Experience**

**Youth Advocate Leadership and Learning** August 2015 – present

*Member*  Bloomington, IN

* Fundraised and traveled to New Orleans with the organization to provide Hurricane Katrina Relief during the Spring Break of 2016
* Operated in small groups to rebuild houses that were damaged from the natural disaster of Hurricane Katrina in order to help the citizens that were affected greatly by providing emotional support to families who suffered from the disaster
* Managed opportunities via email communication about upcoming events and fundraising to help the community in all efforts applicable

**Customer Service Experience**

**Starbucks Coffee Company** November 2015 – present

*Barista* Bloomington, IN

* Collaborate with two to eight fellow partners per shift to ensure workplace flow and customer satisfaction
* Create hand-crafted beverages for customers with a strong attention to detail in a fast-paced environment
* Operate a POS system to provide proper transactions and allow for a proper flow of ordering and payment