

FIRST-YEAR BUCKEYE

buckeye.1870@osu.edu
480-965-2973
linkedin.com/FYBuckeye

Education

Bachelor of Arts in Communication
Ohio State University, Columbus, Ohio

May 20XX

Experience

Barista, Starbucks, Columbus, Ohio

August 20XX – Present

- Provide high quality customer service to more than 100 guests per day in a fast-paced environment while working with other team members to create an excellent experience and ensure return visits.
- Communicate effectively with guests to offer menu suggestions and promote daily specials oftentimes resulting in an up-sale of menu items.
- Utilize resources to answer customer questions and field customer complaints.

Childcare Provider, Anytown, Ohio

December 2019 – Present

- Care for 3-7 children under the age of 10.
- Assist children with their homework and school assignments.
- Resolve conflict and practice active listening skills.
- Design creative games and activities to foster learning and development for children.

Community Involvement

Member, Project Humanities, Columbus, Ohio

August 20XX – Present

- Engage with community through regular service events.
- Collaborate with other members on a weekly basis to organize meetings for 40+ student members.
- Facilitate tabling events on campus to share information about Project Humanities and recruit new members.

Volunteer, Project CURE, Columbus, Ohio

October 20XX – November 20XX

- Collaborated with 9 team members to advance the organization's mission by unpacking, sorting and preparing donated medical supplies.
- Recruited two student clubs to volunteer for the project by hosting presentations that showcased the impact of the program.

Skills

- Google Suite
- Microsoft Office Suite