**Highlights Leadership**

# **General Grizzly**

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## Qualifications

* Solid ability to foster collaborative partnerships among students, faculty and staff, and community organizations
* Developed and Led one student organization
* Proven ability to work well independently or in a group setting

## Education

**Georgia Gwinnett College** Lawrenceville, GA

*Bachelor of Science in Biology*, *Biochemistry Concentration* May 20XX

## Leadership Experience

**President, Beta Beta Beta** Spring 20XX - Present

* Engage and lead five members of leadership and 15 members to fulfill the obligations of the organization through monthly meetings and community projects
* Schedule one monthly meeting and 4 quarterly meetings a year at various locations around campus ensuring space request are submitted and approved prior to meetings
* Use social media such as Facebook and Twitter to share news and inform the student population of upcoming events and volunteer opportunities
* Monitor a budget of over $2,000 to ensure appropriation of funds through requisition requests
* Report to campus advisor the success and failures of the organization on a monthly basis

**Treasurer, Beta Beta Beta** Fall 20XX - Spring 20XX

* Accurately kept track of monies received and disbursed with approval from the president using Quickbooks
* Deposited all monies received in the account in the approved bank within one to two business days
* Created and provided monthly budget reports to the president and members

## Work Experience

**Kroger** Lawrenceville, GA

Cashier August 20XX – Present

* Assist over 50 customers per day in ringing up purchase, process returns, and obtain payment
* Answer questions about products and services from customers
* Work as a team with co-workers to maintain cleanliness of the store to ensure a pleasant shopping experience for customers
* Balance register at the end of each shift with zero errors

## Volunteer Experience

**Volunteer GGC**

Student Volunteer, Aug 20XX – Present

* Hurricane Harvey Relief – 5 hours
* South Georgia Relief – 10 hours
* Community Clean-up – 15 hours