**Education:**

 **University of Utah** Graduated: 2014

Bachelor of Science in Parks Recreation and Tourism

 Emphasis Area: Sustainable Tourism Management

**Murray High School** Graduated: 2011 High School Diploma including Salt Lake Community College Concurrent Classes

**Experiences:**

**Red Butte Garden** Salt Lake City, Utah February 2014-Currently part time

 -Front desk

 -Sell daily admission tickets and annual memberships

 -Answer and direct phone calls

 -Sell concert tickets, will call booth, and sell merchandise for concert series

 **Scheels** Sandy, Utah April 2013-Currently part time

 -Receptionist

 -Answer and direct phone calls

 -Sort mail for accounts payable and receivable

 -Add up commission cards

 -Create daily schedule using Time Simplicity

 -Assist human resource with application processes

**Crossroads Fitness** West Jordan, Utah November 2013-January 2014

 -Key Holder

 -Front Desk

 -Open the gym in the morning

 -Greet and assist gym customers and prospects

 -Open gym memberships

 -Maintain cleanliness of gym and equipment, clean front desk area

**Ann Taylor** Murray, Utah November 2011-April 2013

 -Sales Associate

 -Customer service over the phone and in-store

 -Setting and meeting monthly goals

 -Market and stock the floor with new product

 -Manage organization of backroom stocking and shipment

**Silverado Senior Living:** Holladay, Utah August 2011-November 2011

 -Certified Nurse’s Assistant

 -Caregiver to Alzheimer’s residents

**Inn at Snow Meadows:** Garden City, Utah June 2010-August 2010

 -Resort Cleaner

 -Prepared and staged each room for overall appearance

 -Trained cleaners on expectations and co-managed their work

-Maintain 5 star resort rating

**Internship:**

**Visit Salt Lake** July 11, 2013-November 2013

 Supervisors: Camille Winnie, Downtown Alliance and Bill Krause, Visit Salt Lake -Volunteer Coordinator
 -Market, social media, volunteer outreach
 -Schedule, Manage, Log hours with Voluteer2.com website

**References:**

Petra Winegar; C: 801- 949-1009 Chapman Richards Real Estate Agent, family friend Camille Winnie; W: 801-333-1106 Downtown Alliance, internship supervisor

Sue Hendriks; C: 801-891-6445 Delta Flight Attendant, family friend