**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