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| |  | | --- | | SkillsI am a good teacher and I am able to communicate well with others. I am a very diligent worker and always get the task at hand completed | | ExperienceSummer Camp Counselor | YMCA | From June 2017- Dec 2017 In charge of running activities, schedules, field trips, and other events for a group of children ages 6 to 12  Responsible of providing food, first aid if needed, and other common needs to keep the children safely maintained Secretary | Plan 5 Paint | From Dec 2017 - present Handles computer work for the business; such as invoices, payments, statements, etc  Answers the phone and makes sales while the business owner is out of the office. EducationHS diploma | June 2018 | Greensville County High School Graduated with a 4.38 weighted GPA with highest honors, 3rd in class Associate’s Degree | May 2018 | Southside VA Community College Graduated with highest honors | | |  | | --- | | ObjectiveHonor’s E-Portfolio | | |  |  |  | | --- | --- | --- | |  |  | | | Email | Telephone | | | Lindsey.gordon@ live.longwood.edu | | 804 731 8353 | |  |  | | | | Volunteer Experience or LeadershipTeacher’s assistant at summer governor’s school at Greensville County High SchoolFrom 2016- present | |