Lindsey Kelly

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**Education**

* Longwood University, Farmville, VA May 2018

Bachelors of Science

Major- Liberal Studies

Minor- Children’s Literature and History

**Experience**

* 7-11 Aug. 2017- Present

Cashier

* Maintain good customer service throughout a customer’s shopping experience.
* Clean the store to maintain health code.
* Check-in products from vendors.
* 4 Paws Animal Rescue, Hayes, VA Aug. 2015- Present

Director of Fundraising

* Organize fundraising events to help raise money for the rescue.

Foster/Volunteer

* Drive to and from kill shelters in NC and SC to rescue dogs.
* Foster dogs and cats in my home and take care of them.
* GSCCC, 912 Cedar Road, Chesapeake, VA 23322

Unit Leader June 2016- Aug. 2016

June 2017- Aug. 2017

* Supervise unit staff, arrange schedules and time off, delegate jobs to ensure unit works as a team.
* Prepare unit for camp.
* Provide a supportive atmosphere for campers.
* Act as a positive role model for campers and staff including enthusiasm, creativity, flexibility, cleanliness, punctuality, sharing kapers, sportsmanship.

Kitchen Manager June 2015- Aug. 2015

* Oversee daily meal service and help prepare with assistance from two kitchen aides.
* Supervise two kitchen aides.
* Knowledge of health code.
* Place weekly food orders and keep inventory of the kitchen.
* Clean up the kitchen at the end of every day.
* Kroger, 101 Village Ave, Yorktown, VA, 23693 May 2011- Oct. 2014

Cashier

* Work with the general public to ensure a pleasant shopping experience.
* Assist customers with checking out in a timely manner.

Self- Checkout

* Support the customers with the checkout process.
* Ensure the machines were working.

Bagger

* Help the cashiers with checkout by bagging the groceries and putting them into the customers’ cart.

**Certifications**

* First Aid, CPR and AED
* Child Abuse and Neglect: Recognizing, Reporting and Responding for Educators
* Virginia State and Local Civic Education Module