

Caitlin Finley

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Objective

To gain work place skills and experience through entry level work opportunities.

Education

South County High School, Lorton, VA

Graduated June 16, 2017

GPA: 3.2

Old Dominion University, Norfolk, VA

Graduating in spring 2021

Current intended degree: communications

Current GPA: 2.85

Relevant Coursework

- Interpersonal Communications course

- Human Communications course

Experience

Leader at Rec-PAC Summer Camp | Fairfax County, VA

- Planning activities for children

- Customer service experience gained through working with parents needs for their children

- Leadership skills gained by being the second in command at my camp site

Volunteer work with South County Little League Baseball | Fairfax County, VA

- Work customer service and janitorial services in concession stand

- Team building with the children that play baseball in the organization

Volunteer work with St. Raymond's Church | Lorton, VA

- Customer service experience within church events

- Achieved good team work skills through collaboration with others in event planning

Babysitting for families within the local area

- Watching over children and making sure they have the proper care

- Attending to children's needs throughout the day in order to ensure happiness

Special Skills

Experience in customer service, proficient at multitasking, exceptional organization abilities, very dependable, innovative problem-solving abilities