



Erin Kirtley

Experience

Aug. 2019 – July 2021

- Shift Leader • Dairy Queen

At Dairy Queen, I spent about a year as a crew member before being promoted to shift leader. Qualifications for shift leader had been to learn how to work in every position, be trained on how to manage other employees (conflict resolution, training, etc.), and learn how to close the store. After being promoted, I was quickly able to learn these skills.

As shift leader, I managed crew members' breaks, trained the new employees, and helped manage and repair machinery.

Education

William Byrd High School, Vinton, VA

- I earned a 3.9 GPA and graduated as a member of the International Beta club.

Old Dominion University

- I have completed one semester at ODU with a GPA of 3.5, and plan to achieve either a bachelor's degree or above.

References

[Available upon request.]

