

Kaylee Pantaleo

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Professional Summary

I am very motivated with solid experience managing all levels of projects. I am very competent, and I will always try my best. I can easily multi-task. I am goal-oriented with a pleasant personality, and I am a strong leader.

Skills

Public speaking	Strong work ethic
Robotics	Group and individual instruction
Motivational instruction	I work well with everyone
Mechanical engineering	Electrical engineering

Work History

Soccer Referee - The Central Virginia Soccer Referee Association - October 2016 to November 2020

- Job title: Soccer Referee
 - Work to keep all players safe
 - I keep the official score
 - Make sure all the rules of play are followed
 - I keep the official time for the game
 - I talk to coaches, parents, and players to ensure everyone has the most fun throughout the game

Babysitting - May 2010 to March 2021

- Job Title: Babysitter/Nanny
 - Review and follow directions from parents for all aspects of the children's care.
 - Prepare healthy snacks and meals according to individual needs.
 - Take children to extracurricular activities and on outings to approved locations.
 - Complete tasks in an efficient and accurate manner.
 - Develop activities that help children develop physically and mentally.
 - Assist older kids with homework, school projects and chores.
 - Help younger children learn how to accomplish small jobs appropriate for their ages.

American Family Fitness - August 2019 to October 2022

- Job title: Pool Monitor
 - Supervising people and ensuring all rules are followed
 - Spend most of my time cleaning and making sure guests are satisfied

Jersey Mike's Subs - July 2020 to August 2021

- Job title: Crew Member
 - Made subs and ensured customers satisfaction
 - Worked with my coworkers to ensure the restaurant stayed clean and tidy for public use

Youth Men's Christian Association (YMCA) - November 2022 - Present

- Job title: Lifeguard
 - Supervising people and ensuring all rules are followed
 - Spend most of my time cleaning and making sure guests are satisfied
- Job title: Front Desk Personal/Membership
 - Assisted Patrons with any questions regarding the facility or memberships to the facility
 - Greeted people as they walked in and made sure all facility rules were followed

- Job title: Sports Attendant
 - Work to keep all players safe
 - I keep the official score
 - Make sure all the rules of play are followed
 - I keep the official time for the game
 - I talk to coaches, parents, and players to ensure everyone has the most fun throughout the game

Education

I graduated from the IB program at Midlothian High School in Midlothian, VA. I am pursuing a Mechanical Engineering Technology Degree with a focus in Mechatronics and a Minor in Psychology at Old Dominion University in Norfolk, Virginia. I am currently a member of Theta Tau, a National Professional CO-ED Engineering Fraternity.

Achievements

- Safety captain for a FIRST Robotics team - 2017-2018
- President of a FIRST Robotics team - 2018-2019 and 2020-2021
- Volunteer of the year award from Vex Robotics - 2012-2013
- International Baccalaureate Diploma - 2021
- Advanced High School Diploma - 2021
- Treasurer of Theta Tau Upsilon Beta Chapter at Old Dominion University - Spring 2023 - Present