

Taylor Reel

800 Crawford St. Apt 229 Portsmouth, VA 23704
(540) 622-3927 | reelathlete17@gmail.com

Date available to begin work: Immediately

SUMMARY STATEMENT

A motivated college student recognized for a strong work ethic and effective problem-solving abilities. Demonstrates empathy and a deep understanding of others, consistently meeting the needs of clients and colleagues in fast-paced, dynamic environments. A natural team player and leader who promotes collaboration and contributes to successful project outcomes. Committed to exceeding both professional and personal goals, with strong written and verbal communication skills.

WORK EXPERIENCE

Photographer Assistant, July 2021 - March 2024

Tolliver Studios, Front Royal, VA

Job Type: Part-Time/Temporary

Supervisor: Tina Tolliver, (540) 635-1244

- Assisted in setting up items and sets for photo shoots.
- Took down client information for their photographs.
- Sorted through paperwork and client documents.

Medical Receptionist, May 2022 – November 2022

The Eye Care Center, Front Royal, VA

Job Type: Full-Time (Temporary)

Supervisor: Sona Kalra, (540) 635-3600

- Took patients back for pretest exams and filled out their paperwork.
- Answered phone calls, documented patient files, and cleaned the office in the late evenings/on the weekends.
- Ran the patient's insurance through our systems.

Evening Janitor, August 2024 – May 2025

OnPoint Building Services, Virginia Beach, VA

Job Type: Full-Time

Supervisor: OnPoint HR, (757) 550-1616

- Nightly cleaning of common areas, reception, and office spaces.
- Removed trash from the building, cleaned windows and glass, and helped others with their nightly routines.

EDUCATION

Advanced Diploma, August 2020 – May 2024

Skyline High School, Front Royal, VA, GPA 4.3

Uniform Certificate of General Studies, January 2023 – May 2024

Laurel Ridge Community College, Middletown, VA, GPA 3.9

Bachelor of Science in Criminal Justice, August 2024 - Present

Old Dominion University, Norfolk, VA, GPA 3.6

References

Nicole Corley, +1 (706) 987-0582

Matthew Kull, matthew.kull@yahoo.com