Sam Student

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QUALIFICATIONS SUMMARY

Self-motivated and highly reliable university student positioned to contribute strongly to customer service operations demanding tact, enthusiasm, and an exemplary work ethic.

* **Customer Service:** Able to utilize strong math skills, team orientation, and interpersonal strengths to ensure provision of high-quality customer service within fast-paced retail environments.
* **Communication & Presentation:** Charismatic communicator in speech and in writing. Build lasting relationships with both peers and customers.
* **Organization / Computer Skills:** Outstanding time-management and organizational abilities. Technical proficiencies include Microsoft Office Suite and social media.
* **Key Strengths:** Intelligent and loyal team member, readily listening to others, acknowledging peer accomplishment, and contributing to positive and productive work environments and team morale.

EDUCATION

**B.A., Business Administration** (Anticipated June 2020); 3.87 GPA

New York University, New York, NY

*Dean’s List; Rush Chairman, Alpha Beta Kappa; Phi Eta Sigma Honors Society.*

EXPERIENCE HIGHLIGHTS

NEW YORK UNIVERSITY, New York, NY

**Student, Business Administration** (2016-Present)

Currently pursuing comprehensive four-year course of study in business administration, laying solid groundwork for eventual career in technology sales. Completed coursework includes negotiation, statistics, and principles of management. Enthusiastically lead group projects and mentor peers in subjects including writing and mathematics.

* Earned Dean’s List recognition for every term of attendance.
* Volunteered as guide to high school students participating in college orientation sessions.
* Selected as dormitory RA tasked with ensuring the welfare of 50 student residents.

THE GAP, *New York, NY*

**Sales Assistant** (Summers 2017 and 2018)

Demonstrated engaging customer service skills and a solid work ethic as Sales Assistant for busy retail store. Greeted customers and helped in product selection, check-out, and merchandising.

* Willingly stepped up to work overtime to ensure adequate staffing during sales events.
* Earned ‘Employee of the Month’ awards during both summers of position tenure.