

## name

email | phone #

### EDUCATION

#### Public University

College

Major: *Cognitive Science (BS) and Psychology (BA)*

Minor: *Japanese*

Relevant Coursework: Introductory Computer Science, Seminar in Composition, General Psychology, Anthropology

location  
graduation

### EXPERIENCE

#### Learning program

Mentor/Tutor

location  
November 2022- Present

- Guides elementary and middle school students academically and socially.
- Meets with mentees on a weekly basis and follows a curriculum to tailor personalized lessons for each student.

#### Chain restaurant

Server

location  
November 2021 - November 2022

- Delivered top-quality dining service while managing multiple tasks such as stocking, cleaning, and bussing tables.
- Trained many employees and ensured all health and safety guidelines were followed.

#### Fast food chain

Counter Help

location  
September 2020 - November 2021

- Helped in-store customers and worked in the drive-thru, along with prepping food items ahead of rush periods.
- Handled payment processing and managed customer complaints.

#### Cleaning Services

House Cleaner

location  
July 2018 - September 2020

- Cleaned and sanitized apartments, beach houses, and condos.
- Vacuumed, mopped, and dusted among other cleaning duties to maintain a professional appearance.

### ACTIVITIES

#### Orchestra

Alto Saxophonist

location  
September 2022 - Present

- Member of a small orchestra that performs video game-themed pieces.
- Meet once a week for two-hour rehearsals in preparation for concerts and special events.

#### Japanese Club

Club Member

location  
September 2022 - Present

- Meet weekly to discuss and embrace Japanese culture and language.
- Practice speaking Japanese with Japanese students studying abroad.

#### Environment Club

Club Member

location  
September 2021 - Present

- Participate in campus clean-ups, tree-planting trips, and invasive species removal.

### SKILLS

- Languages: English (Fluent) and Japanese (Elementary)
- Computer: Proficiency in restaurant and fast food POS systems