

# **High School Student**

**%** 304-401-2107

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Wheeling, WV

#### **AWARDS**

- Principal's Honor Roll (2022-2023)
- Academic Excellence Award (2022, 2023)
- National Merit Scholarship Finalist (2022)

## **LANGUAGES**

- Chinese (fluent)
- Spanish (intermediate)

#### **HOBBIES**

- Cooking
- Photography

#### **PROFESSIONAL SUMMARY**

Motivated and dedicated high school student seeking opportunities to further develop skills and gain valuable experience through part-time employment or volunteering opportunities.

#### **EXPERIENCE**

2023 - 2023

## **Retail Assitant**

Trendy Threads Boutique, Wheeling, WV

- Provided excellent customer service, resulting in a 95% satisfaction rate based on customer feedback surveys.
- · Maintained store organization and visual appeal, contributing to a 15% increase in customer foot traffic.
- · Assisted with inventory management, leading to a 10% reduction in stock discrepancies and improved accuracy in restocking procedures.

#### **EDUCATION**

2021 - Now

Wheeling Central High School

Current GPA: 3.8

Relevant Courses: Advanced Placement (AP) Literature and Composition-, Honors Mathematics, Chemistry Honors, Computer Science Fundamentals

## **SKILLS**

Microsoft Office Suite



Operating a cashier register



Public speacking



Communication



**Customer Service** 



Negotiation



### **EXTRACURRICULAR ACTIVITIES**

2022 - Now

# **Debate Club**

Member

Participate in various debate city and state competitions and sharpen critical thinking and

public speaking skills.

2022 - Now

# **Key Club**

Volunteer

Actively involve in community service projects, including food drives and fundraisers for local charities.

2021 - 2023

## **Science Olympiad**

Team Captain

Led a team of 10 peers to compete in science-based challenges, enhancing problem-solving abilities and teamwork skills.