EMMA GOGETTER 123 Hereicome Lane, Cincinnati, OH 45231 emma@hireme.com (513) 000-0000

EDUCATION

Northwest High School, 10761 Pippin Road, Cincinnati, OH 45231 GPA: 3.0; Expected Graduation: May 2022

Relevant Coursework

- Financial Services, a college-prep business program emphasizing personal finance, investments, real estate, insurance, entrepreneurship, accounting, economics, and law.
- Financial Foundations, an introductory class focusing on economics, personal finance, and business law.

Extra-Curricular Activities

- Business Professionals of America Member, 2018-Present; Class Rep, 2020.
 - BPA Regional Competition Entrepreneurship Event, 2nd Place, March 2020.
 - Fall Leadership Conference, November 2019.
- Girls Soccer Northwest High School, 2018-20; Team Captain, 2020.
- Key Club Member, 2018-Present.

Academic Achievements

- BPA Member of the Month, September 2018.
- Honor Roll, Freshman and Sophomore Years.
- Perfect Attendance Award, Sophomore Year.

EXPERIENCE

YMCA Lifeguard, Summer 2019 and 2020

- Monitored swimming areas for rule violations and drowning victims; assisted in maintaining pool facilities and recreation areas surrounding pool areas.
- Received "Best Employee" award in 2020; earned a 20% raise from 2019 to 2020.

Lawn Mowing, Summer 2018 to Present

- Performed lawn mowing and landscaping services for local residences and businesses.
- Expanded business from 5 customers in 2018 to 25 customers in 2020 through aggressive advertising in the community and positive word-of-mouth.

SKILLS

Technology

- Experienced in Microsoft Office Word, Excel, PowerPoint, and Publisher.
- Comfortable using computers and technology applications.

Problem-Solving

- Possess an optimistic approach to problems and situations.
- Able to create reasonable solutions to problems in short amounts of time.

<u>Interpersonal</u>

- Participate actively and enthusiastically as a member of a team; experienced leader.
- Able to listen effectively and learn quickly; can take directions, instructions, and criticism well.