Travis Donaldson 255 Loop Lane

Chicago, IL 60102 tdonaldson@gmail.com 444.111.2222

Education Loyola University Chicago **Undecided Major Enrolled in Interdisciplinary Honors Program**

Work Experience

Cappy Restaurant, Chicago

Server

- Trained several new servers on restaurant operations and policies
- Waited tables serving food and drinks during busiest hours
- Managed daily set-up by setting silverware, printing daily menus, etc.
- Supported kitchen staff by plating meals

Activities

Literary-Art Magazine, Sam Smith H.S., Chicago, IL Chief Art Editor

- Edited all visual components of 80-page magazine
- Organized and determined which artwork would be in the issue
- Designed cover artwork for magazine

Sam Smith H.S. Pole Vaulting, Chicago, IL

Varsity Captain

- Organized practices, ran drills, and performed in meets
- Coached new vaulters on ideal methods for vaulting
- Promoted team solidarity by organizing player-only meetings

Graduation Expected May 2020

June 2014-August 2016

February 2013-May 2016

January 2014-May 2016

Jen Hill 6000 N. Walker Avenue, Chicago, IL 60660 (414) 555-5555 jhill@luc.edu

Education

Loyola University Chicago

Major: Undecided Expected Graduation: *May 2020* **St. Theo High School** - Waukesha, WI Graduated: *May 2016*

Work Experience

Library Page

Waukesha Public Library - Waukesha, WI

Cumulative GPA: 4.70/4.0 (weighted)

- Pulled items for holds, sometimes using creative ideas to find misplaced items.
- Shelved items and shelf-read, ensuring the organization of the library.
- Coordinated the set-up for events, helping to maintain a secure and fun environment.
- Assisted patrons in locating items when senior staff were unavailable.

Park Worker II

Juniper Family Aquatic Park – Waukesha, WI

- Sold tickets and provided information for hundreds of daily customers.
- Represented company with a welcoming attitude as the first employee customers meet upon entrance.
- Maintained cleanliness of the waterpark on a daily basis and at customers' requests.

Cashier/Sales Team Member

Target - Waukesha, WI

- Guided customers by locating items and providing information about the store.
- Sold products and bagged items as a cashier in a busy retail environment.
- Maintained the store's neat appearance by stocking and zoning various areas.

Service and Leadership Experience

Peer Tutor, math National Honor Society – Member Harry Potter Club – President Student Council – Secretary Fall 2013 and September 2015-May 2016 Fall 2014-May 2016 Fall 2014-May 2016 August 2015-May 2016

January 2015 – August 2016

June 2016 – August 2016

June 2015-December 2015

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