

JACKIE WILSON

16 Oceanview Drive ~ Miami, Florida 33101

305-555-1212

jackie_w@sports.com

SUMMARY OF QUALIFICATIONS

Skilled Professional experienced in health, athletic, and customer service environments. Educated in human physiology, drug management issues, and patient care. Proven record in team motivation. Dedicated to meeting and exceeding deadlines in fast-paced environments. Experienced in effective marketing, influential sales techniques, and in managing multiple tasks concurrently. Well versed in Microsoft Word, Excel, and PowerPoint.

EDUCATION

UNIVERSITY OF THE EAST COAST, Miami, Florida

Bachelor of Science – Health and Wellness, 2002

- Program emphasis on *business, public health, nutrition, kinesiology, and life sciences.*
- **Key courses:** *Chemistry, Biochemistry, Anatomy, Physiology, Biology, and Microbiology.*
- Certified as Emergency Medical Technician - Basic.

HONORS

Scholastic

- * *University of the East Coast - Big Ten Conference Academic All-American – Varsity Volleyball **
- * *University of the East Coast - Scholar Athlete – Varsity Volleyball **
- * *University of the East Coast - Most Improved Instructor Award – Aerobics **

Leadership and Affiliations

- * *University of the East Coast - Council Member for Women's Athletics Team **
- * *Fellowship of Athletes Leadership Team Member **
- * *Directed inner-city youth sports clinics **
- * *Organized and taught reading programs for under-resourced K-8th grade youth **
- * *Launched and coordinated community service activities for collegiate volleyball team **

PROFESSIONAL EXPERIENCE

UNIVERSITY OF THE EAST COAST RECREATIONAL CENTER, Miami, Florida

2001 - Present

Aerobics Instructor

- Doubled aerobics class attendance by developing and effectively marketing health and exercise programs.
- Spearheaded goal-oriented exercise programs, improving client success rates.
- Evaluated work performance of subordinate aerobics instructors.

THE STEAK RESTAURANT, Miami Florida

1999 - 2002

Hostess

- Provided high-quality, friendly customer service, which helped increase repeat customer business.

SPORTSSSS.COM, Miami, Florida

Summer 2000

Sales Representative

- Increased local sales 40% in three months by building a strong customer relationship and effectively communicating advertisement program benefits to prospective clients.
- Effectively promoted classified advertisements via telemarketing program.

COAST HEALTH CARE, Miami, Florida

Summer 2000

Intern

- Provided managerial and health-care staff support for elderly and mental health patients.
- Built strong base of medical/pharmaceutical knowledge, including drug interactions, symptoms, & patient care.