

# Ali McCaleb

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43218 Kathleen Elizabeth Drive  
Ashburn, VA 20147

## Education

**James Madison University**

Anticipated Graduation: May 2024

Bachelor of Arts in Media Arts and Design, Minor: Latinx Community Engagement

Current GPA: 3.56

## Work Experience

August 2020-Present

**LOFT Outlet**

Leesburg, VA

*Cashier*

- Support all customer needs with attentiveness and skilled assistance
- Promote sales and customer satisfaction by maintaining organized and tidy checkout areas
- Respond to customers' complaints and took necessary actions to resolve their issues

**Luxury Lashes, LLC**

February 2019-Present

Ashburn, VA

*Receptionist*

- Answering and directing phone calls
- Schedule and confirm appointments
- Perform various duties such as organizing and restocking supplies

**Marshalls**

February 2018-December 2018

Leesburg, VA

*Cashier*

- Supported all customer needs with attentiveness and skilled assistance
- Promoted sales and customer satisfaction by maintaining organized and tidy checkout areas
- Responded to customers' complaints and took necessary actions to resolve their issues

## Volunteer Experience

**Newton Lee Elementary School, Reading Department Assistant**

September 2019-May 2019

- Organized books according to reading level from grades one through five
- Assisted reading department teachers with helping students reading assigned books

**Alpha Phi, Member**

September 2020-Present

- Recruit new members and participate in philanthropy events to fundraise for Women's Heart Health Foundation
- Currently serving as Director of Social Media (December 2022 – present) by managing the JMU Alpha Phi Theta Iota chapter Instagram account and maintaining exemplary representation of the sorority

## Language Skills

- Spanish: reading, writing, and speaking proficiency