

# Astrid La Reine Lockhart

2200 E Mountain Rd APT H103 • Springdale, AR 72764 • (479)522-4884 • astrid.lr.lockhart@gmail.com

---

## Purpose

Experienced customer service agent with experience in STEM education. Hobbies include fitness, Arduino Integrated Development Environment software, and digital art. Eye for detail and an ability to work well within a distraction free environment. Seeking opportunities to leverage my strengths and passions to grow professionally.

## Experience

Front Desk Agent, Residence Inn by Marriot

June 2021 – Current

Responsible for checking in guests, making reservations, providing front desk services and auditing the day.

- Checking in guests and verifying that the information is correct
- Doing the nightly system audit on occasion
- Providing quality service and ensuring that the proper amenities are provided to guests

Lab Technician, Northwest Arkansas Community College (NWACC)

January 2020 – September 2021

Responsible for aiding engineering students with their projects and assisting the engineering professor.

- Successfully ensured all project expenses fall with budget guidelines
- Keep inventorying up to date and accurate
- Managed shipping and receiving

Prepared Foods Associate, Sam's Club

September 2015 – June 2021

Customer facing position, responsible for preparing and cooking food.

- Recognized for maintaining an excellent standard of cleanliness in assigned section
- Answers questions from club members about all sections within food sales

Assistance Manager, Family Dollar

February 2011 – April 2013

Assisted with the overall operations of the store. Assumed full responsibilities at times the manager was unavailable.

Supervised store employees, and actively participated in hiring new associates.

- Maintained a clean store
- Monitored product quality
- Ensured the store was well stocked
- Prepared daily deposits and delivered these to the bank
- Trained two employees per shift as cashiers and floor salespeople

## Relevant Skills

Basic programming knowledge of C++

Experience with hardware and software troubleshooting on Windows and Linux systems

Experience with Arduino

Building custom desktop computers

Excellent customer service

## Education

Fayetteville High School, Fayetteville AR.

Graduated May 2010

Northwest Arkansas Community College, Bentonville, Arkansas

Associate of Science, 2020

## Activities / Honors

100+ hours of volunteer work at the electronics recycling and refurbishing effort **Free Geek Arkansas**.

Currently involved with a local women's rugby team.

Won first place at a competition held by **Free Geek Arkansas** with a reprogrammable box on wheels robot.

**References available upon request**