

# Amber Kolar

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## Objective

To contribute dependability, organization, and teamwork to the **Title** position with **Name of Company**.

## Education

**Oregon State University – Cascades**, Bend, OR, Anticipated Graduation: June 2021  
Bachelor of Science in *Computer Science*, GPA: **3.7**/4.0

**Summit High School**, Bend, OR, Graduation: June 2017

High School *Honors Diploma*, GPA: 3.7/4.0

Honors/Awards:

- Completed ten AP and Honors courses
- Achieved Perfect Attendance, 2013-2015

## Related Courses

Computer Science Orientation, AP Computer Programming, AP Statistics

## Computer Skills

HTML, CSS, Python, JavaScript, Git, GitHub, Microsoft Office (Word, PowerPoint)

## Work Experience

**OSU-Cascades**, *Facilities/Operations/Transportation Assistant*, Bend, OR, September 2017 – Present

- Dependable to arrive in early morning hours to complete responsibilities
- Communicate with numerous students, faculty and visitors across the campus at events
- Organize storage with attention to detail to increase efficiency
- Adapt to variety of tasks and responsibilities including facility and grounds maintenance
- Work with several team members at once to set-up for 3 major events

## Community Involvement & Leadership

**Habitat for Humanity**, *Volunteer*, Bend, OR, **Month** 2017

- Participated in Storm the House event to organize, build and refurbish items at Re-Store location

**Bend Community Center**, *Volunteer*, Bend, OR, **Month-Month** 2017

- Communicated with and served meals to local people in need
- Worked with other volunteers to offer good customer service to patrons

**Summit High School Gay-Straight Alliance**, *Club Leadership*, Bend, OR, September 2016-June 2017

- Organized and coordinated the school's first ever Gay Prom
- Worked with staff to make assemblies more inclusive
- Provided a welcome and safe space for students to meet allies and get support

**KPOV**, *Radio Show Volunteer*, Bend, OR, **Month-Month** 2015

- Collaborated with group of community members to write script for radio show to inform the general public about a topic
- Participated in pre-recorded and edited talks that were aired on the radio