

Jacinda Orr

Columbia, SC

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EDUCATION

University of South Carolina

Bachelor of Science majoring in Computer Science with a minor in Criminal Justice

Expected Graduation: May 2029

Cumulative GPA: 3.58

SKILLS

- Microsoft Office Suite 365
 - Windows OS
 - Critical Thinking
 - Organization
 - Leadership
 - Windows OS
 - Empathy
 - Willingness to learn

WORK EXPERIENCE

ACTS Retirement-Life Communities | Server | Rock Hill, SC

June 2023 – Present

- Tasks include hosting, serving, bussing, or running food in the restaurant kitchen
 - Accurately take orders and communicate with kitchen staff for customer satisfaction
 - Assist team members in ensuring successful meal service
 - Complete back-of-the-house chores such as cleaning and setting up tables, restocking supplies, and maintaining a clean dining area

ACTS Retirement-Life Communities | *Dietary Aide* | Rock Hill, SC

Dec 2023 – Present

- Prepare, load, and deliver meals per dietary needs and restrictions to residents in the long-term care unit
 - Efficiently wash and sanitize dishes, utensils, and kitchen equipment, ensuring cleanliness and hygiene
 - Adhere to food safety standards for meal service
 - Reset table setting, conduct thorough cleaning, and restock supplies

COMMUNITY SERVICE

- Manna House Food Donations | *Volunteer* | March 2024
 - Contributed to food donation efforts at Manna House, assisting with collection and distribution
 - Concession Stand Worker, Basketball Tournaments | *Volunteer* | June – July 2022
 - Trash Pickup| *Volunteer* | December 2022
 - Participated in community clean-up efforts by assisting with trash pick-up in local areas

VOLUNTEER ACTIVITIES

- Music in the Parks | *Volunteer* | April 2020 – 2024
 - Assisted with organizing and supporting events for instrumental and chorus ensembles
 - Martin Luther King Pre-Set Up | *Volunteer* | January 2022 – 2024
 - Assisted with the pre-event setup for Martin Luther King Jr. Day celebrations
 - Reading to Children at Elementary Schools | *Volunteer* | October – November 2023
 - Read to elementary school students while uplifting and encouraging positivity