

# Jacinda Orr

Columbia, SC  
jacindao@email.sc.edu

## EDUCATION

University of South Carolina

Columbia, SC

*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