

ETHAN HILL

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Objective: To surround myself with likeminded business individuals who can guide or assist me toward the life I want to lead. I want to learn from as many intelligent business professionals as I can.

EXPERIENCE

2023 - PRESENT

DISHWASHER, DOUBLE BOGEYS TAVERN & GRILLE

At Double Bogey's Tavern & Grille, I ensured cleanliness and organization of dishes, utensils, and kitchen equipment. Maintained high cleanliness standards for smooth kitchen operations and customer satisfaction. Managed dishwashing efficiently to support faster service and upheld health and safety standards.

2020 - 2023

JR. ADMINISTRATIVE ASSISTANT, FLORIDA COPIERS

As a Junior Administrative Assistant at Florida Copiers, I managed calls, scheduled appointments, and organized documents. Implemented digital filing for faster retrieval, improved meeting scheduling for better communication, and enhanced overall office productivity and client satisfaction.

EDUCATION

2022-PRESENT

HIGH SCHOOL DIPLOMA, STEINBRENNER

9 Different IT Specialist Certifications
4.0 Weighted GPA | 3.2 Unweighted GPA

Soon to be Graduate of the 52nd Ranked Highschool in the State of Florida

SKILLS

- Good At Following Directions
- Perseverant
- Always Honest
- Competitive By Nature
- Organized
- Great Customer Relations

ACTIVITIES

Basketball Team: Heritage Harbor Basketball Association Point Guard.

Film Club: Steinbrenner Film Club Member.

Neighborhood Tour Guide: Heritage Harbor Neighborhood Tour Guide and Assistant.

Additionally, I am commonly involved in a leadership position no matter what activity or endeavor I take part in. I often start out as a regular employee or staff member, and then my position gets altered to some form of a management or leadership role.