

**Ryan Stodart**

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**OBJECTIVE**

I am seeking a full-time job opportunity that can utilize my skills and expand my knowledge and skillset.

**EDUCATION**

**Bachelor of Science in General Anthropology:** 9/2013 – 6/2017

California State Polytechnic University, Pomona, CA; Cumulative GPA 3.6, Major GPA 3.8

Dean's List 9 quarters

**EMPLOYMENT HISTORY:**

**Discovery Cube Science Center, Los Angeles, CA**

**July 2015 – Present**

**Shift Lead/ Trainer**

- **Shift Lead** – manage and direct the staff, manage breaks, in charge of daily operations, guest service
- **New Hire Trainer** – train the new employees
- **Assist Volunteer Manager with interviews/training new volunteers**
- Helping guests interact with the exhibits
- Tabletop activities – small scale science experiments
- Lead field trips and performed stage shows for field trips
- Special events activities – sleepovers, New Year's Eve events, birthday parties, Impossible Science Week, Winter Wonderfest
- Managing exhibits
- Assisting with dismantling and assembling exhibits
- Admissions – operating the ticket booth (selling tickets and memberships), turnstiles, and guest relations desk
- Host and manage birthday parties in the birthday party rooms
- Retail store – manages displays, inventory, and transactions

**SKILLS AND EXPERIENCE:**

- Proficient knowledge of Microsoft office suite
- Editing experience – 1 year
  - Training manuals
  - Academic papers
  - Workplace pamphlets
  - Academic papers
- Cash handling proficiency
- Research – 4+ years
  - Able to research topics via the internet and physically at libraries, etc.
- Proficient verbal and written communicator
- Efficient time manager
  - Good with deadlines
  - Reliable
- Leadership skills
  - Trainer and Shift Lead
- 4+ years of Customer Service experience
- Strong team player
- Capable of working independently