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|  | Adelyn Kroening |  |

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| Contact 2280 Creekview Dr.  Abrams WI, 54101  920-371-8265  addykroe@gmail.com | Objective As an assistant manager, my primary objective is to support the functioning of business operations by managing staff, coordinating operations, and ensuring exceptional customer service. I aim to create a positive and productive work environment by communicating with team members, setting clear goals, and monitoring performance. |
| EducationBay Port High SchoolGreen Bay, WIStudentGPA 3.76Key SkillsOrganizationCommunicationProblem-solving | Volunteer ExperienceOctober 2021 – May 2022 Bay Port Babysitting PD Days |
| Responsibilities: taking care of and watching young kids, collaborating with other caregivers, talking with parents, coming up with creative activities, and working with supervisors. |
| August 20XX – January 20XX Sales Associate • Safewest Banking |
|  | Responsibilities: overseeing daily operations, managing staff, ensuring compliance with banking regulations, and providing exceptional customer service. Also responsible for analyzing financial data, identifying trends, and developing strategies to improve the bank's performance. |
|  | Communication Implemented new procedures and technologies that improved efficiency and streamlined operations. |
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