



NICK HELDMANN

OBJECTIVE

Recent college student seeking a position in an organization where I can use my business management degree and ability to collaborate well with people to bring value to an employer and build my skill set.



Njheldmann@gmail.com
206 953-2438

EXPERIENCE

Concessions Worker • Tulsa Drillers • March 2024 – Present

Serve ice cream, candy, and specialty treats to customers while demonstrating quality customer service skills and keeping an organized workspace. Stocking before my shift. Cleaning my work area after my shift. Attending employee meetings before every shift to hear the day's priorities and promotions specific to each game. Covering stations at other concession stands as needed for instance running the cash register at the Home Plate hot food stand.

TEAM MEMBER • URBAN AIR TULSA • Sep 2023 – Nov 2023

Operated attractions, worked the front desk, worked food service in the cafe. Performed customer service and guest experiences duties daily

CONTRACTOR HAPPY TAILS HAPPY HOMES • BELLINGHAM, WA • MAY 2023 TO JUNE 2023

I contracted with Happy Tails Happy Homes to write their volunteer handbook for their rebranding launch which included new internal documentation and a web launch. Happy Tails Happy Homes is a non-profit organization in Washington State that fosters dogs in volunteer homes. I worked with HTHH during my senior level practicum while getting my Business Administration degree from Western Washington University in Bellingham, Washington. I graduated in June 2023.

KITCHEN WORKER • DOMANI PIZZA • SUMMER 2019

Rotated through various positions to keep the team working efficiently and meet shift demands.

CONTRACTOR- PAWS LYNNWOOD • APR 2018 TO JUN 2018

I built play structures for orphaned baby bears for a company called PAWS. They are located in Lynnwood, Washington. PAWS rehabilitates orphaned and injured wildlife, sheltering and adopting homeless cats and dogs, and educating the community to inspire compassionate action for animals. I worked with PAWS on my Boy Scout Eagle Project and received my Eagle on June 18th 2018.

WAREHOUSE WORKER • INDIA TREE • SUMMER 2018

Worked in warehouse production for food service industry ensuring timely and accurate delivery of customer orders.

TREE LOT VOLUNTEER • QA FOOD BANK • DEC 2008 – DEC 2018

Volunteered 40 to 60 hours every holiday season for annual Troop 72 and Queen Anne Helpline Christmas tree lot. Roles included construction of lot, stocking/display, tree sales, distribution, and training of new members of lot products. Raised money for people in need in our community and troop funding.

SKILLS

Microsoft Office, Excel, PP

Google Docs, Sheets, Slides

Google Calendar

Social Media Management

Project Management

Communication Skills

Time Management

Zoom, Teams, Meet

Phone Skills

Email Skills

Team Management

EDUCATION

WESTERN WASHINGTON UNIVERSITY • BA BUSINESS ADMINISTRATION • SEPTEMBER 2021 - JUNE 2023

Overall GPA of 3.3/4.0

Nash Hall Dorm Committee

Economics Club

Shoreline Community College • Transfer Business Degree • September 2019 - June 2021

Overall GPA of 3.5/4.0

BALLARD HIGH SCHOOL • DIPLOMA • JUNE 2019

Overall GPA of 3.4/4.0

ACHIEVEMENTS

EAGLE SCOUT • Troop 72, Chief Seattle Council • June 18th, 2018

I earned my Eagle Scout Award in June 2018. Eagle Scout requires proven leadership skills to accomplish a self-designed project. My project involved organizing and leading a team in designing and constructing play structures for PAWS in Lynnwood (Progressive Animal Welfare Society). In addition to the project, achieving Eagle Scout is a multi-year goal that includes meeting requirements both physical and intellectual.

CPR Verified

Cross Scholarly Achievement (Ballard High School)

Tulsa Young Professionals

National Retail Federation Customer Service and Retail Certification

Volunteering at TASM (Tulsa Air and Space Museum)

Volunteering at Oklahoma Aquarium

Food Handlers Permit