

Contact Info: Sophia Brown

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Summary of Qualifications:

- Active Girl Scout for 13 years, working towards the highest honor (Gold Award). Experienced in leadership, teamwork, and community service.
- Strong customer service and communication skills, developed through various jobs and volunteer activities.
- Responsible, adaptable, and eager to learn new skills to excel in a retail environment.
- Currently pursuing a degree in Environmental Studies.

Experience:

Arrowood Golf Course

Customer Service Representative

- Assisted guests with golf carts, cleaned equipment, and helped maintain course standards.
- Supported events like golf tournaments and fundraisers, ensuring guests had a great experience.
- Learned to effectively communicate rules and provide helpful customer service.

Girl Scouts of America

Day Camp Aide (DCA) & Counselor-In-Training (CIT)

- Led group activities and supervised younger campers, building strong leadership and teamwork skills. Worked with animals for certain activities.
- Organized projects and events, focusing on customer engagement and collaboration.

Dog Sitter and walker

- Handled many dogs which includes walking, feeding, brushing, cleaning up after, and playing.

Summer Program Coordinator, Chaminade University

May - July 2024

- Provided logistical support and orientation for 6 visiting interns from Air Force and NIH programs.
- Organized weekly activities, cultural events, and meals to foster community among students.
- Conducted weekly surveys and prepared evaluation reports to assess student experiences.
- Lived on-site to support interns with daily needs and ensure a smooth transition.

Limu Research Internship

- Conducted research, collected data, and began learning basic coding (R program).
- Gained experience in paying attention to detail and completing tasks efficiently.

On-Campus Jobs

- I work in a research lab (INBRE BRITE), am a Lab Assistant, and an Office Assistant.
- Developed time management skills by balancing multiple responsibilities.

Education:

Rancho Buena Vista High School

- Graduated June 2023, Full IB program.
- Varsity Girls Golf Team member; recognized with Academic Athlete Award and Honor Roll (GPA 3.8).
- Second-year undergraduate in Environmental Studies.

I am currently in undergrad at Chaminade University for a Bachelor's in Environmental Studies

Skills:

- Customer Service & Teamwork
- Leadership & Organization
- Quick Learner & Adaptable
- Communication & Problem Solving

References:

Available upon request.