

Alexander Spencer

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Education

Endicott College, Beverly, MA

Major in Business Administration

Anticipated May 2014

Marshwood High School, South Berwick, Maine

Graduated 2010

Activities: Football / Track and Field Captain

June 2010-2010

Work Experience

Nature's Way Market, South Berwick, ME

Floor Leader

Supervise other floor workers

- In charge of supplies and back stock
- Intermediate deli worker

South Berwick Water District, South Berwick, ME

- Field work replacing water valves, curb stops regular building maintenance
- Managing files and contacts
- Driving trucks and trailers to work sites.

Spinney Creek Shellfish

- Plant Worker/ Truck Driver
- Assistant Manager
- Internship Site
 - Created financial model of the business
 - Conducted extensive market research on online sales numbers
 - Delivered a presentation of my findings with a possible solution

Volunteer

Marshwood Little Hawks Football Coaching staff, Eliot ME

Served to teach kids about the value of hard work and teamwork

- Teamwork Coordinator
- Offensive Manager

Turbocam International & Simple Life Recycling LLC.

- Research Asst.
- Business Planner and Organizer
- Business Opportunity Planner

Certifications & Skills

- Microsoft word, Excel, Power Point
- Experience in management and communication skills
- Certified open water diver
- Conversant in French