Leo Leopard

555 La Verne Way, La Verne, CA <u>lleopard@laverne.edu</u> (909) 555---5555

OBJECTIVE

To obtain an on---campus position serving my fellow students which utilizes my strong communication skills.

EDUCATION

University of La Verne, La Verne, CA Bachelor of Arts, Business Administration GPA: 3.5

HONORS/AWARDS

Dean's List Fall 2013 – Spring 2014

ON CAMPUS INVOLVEMENT Enactus, University of La Verne

Member

☐ Implement collective ideas to sponsor campus and community events which promote educational and social change

- Led groups of 9 junior high students in discussion on success skills, business ethics, and personal finances
- Co---designed 17 minute audio---visual presentation accurately and creatively describing project for use in regional and national competition

VOLUNTEER EXPERIENCE

LionLike MindState, Pomona, CA

June 2012 - Present

August 2013 - Present

Expected Graduation: June 2016

Volunteer

 Plan two yearly outreach events to highlight community members' creativity in spoken word, poetry, music, and art

YMCA, Pomona, CA

Summer 2013, 2014

Volunteer Swim Coach

□ Instructed classes of up to 15 children on basic swimming skills
□ Communicated regularly with parents on children's progress

SKILLS

Computer: Proficient in Windows and Mac OS, Microsoft Word, PowerPoint, and Excel

Language: Fluent in Spanish

Social Media: Facebook, Twitter, Instagram