

Supervisor Supervisor Honoka a, HI Authorized to work in the US for any employer Work Experience Supervisor Ace Hardware - Waimea, HI August 2017 to Present Responsible for maintaining guest service, generating sales, merchandising, signing, pricing, cash register operations & loss prevention in adherence to all company policy/store standards. Setting goals for performance and deadlines in ways that comply with company's plans and vision. Organizing workflow and ensuring that employees understand their duties or delegated tasks. Monitoring employee productivity and providing constructive feedback and coaching. Student Assistant Systems Administrator W.M. Keck Observatory, Waimea July 2016 to Present The Student Assistant Systems Administrator is responsible for supporting the Computer System Administrator on a variety of computer software/hardware oriented assignments such as hardware/software data entry, configuration/troubleshooting, etc. Mauna Lani Bay Dr. - Food Runner Mauna Lani Bay Hotel and Bungalows December 2016 to January 2017 The food runner is responsible for assisting waiters and waitresses in running food from the kitchen to the guests, supporting kitchen staff, and communicating with guests. Education Honokaa High & Intermediate School - Honokaa, HI August 2014 to May 2017 Skills Multi-tasker, Meticulous, Quick learner, Strong teamwork, Dependable, Friendly, Responsible, Independent, Determined, Key Holder, Organizational Skills Awards Academic Honors 2017-05 Having a 3.25+ GPA and a minimum of two AP classes Principals List 2016 Having a 4.0 GPA Honor Roll 2015 Having a 3.8+ GPA Principals List 2014 Having a 4.0 GPA Academic Excellence 2014 Being a community contributor, with great academic records and always helping others Self-Directed Learner 2014 Being able to learn the subject independently and have the self initiative to learn the skills Groups Ka Hana No'eau Saddle Club August 2013 to August 2015 Mentorship program combining traditional Hawaiian culture and contemporary knowledge in support of science, technology, engineering, arts, and mathematics (STEAM). Additional Information RELEVANT COURSEWORK / ACTIVITIES AP Calculus August 2015 - May 2016 Varsity & Junior Varsity Softball December 2013 - May 2015 Student Body Government President August 2014 - May 2014

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