

Freelance - Mathematics Tutor
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Oakland Community College Colorado Springs, CO
Work Experience
Freelance - Mathematics Tutor
Oakland Community College - Auburn Hills, MI
October 2015 to Present
Improved students' ACT scores by roughly 5 points in mathematics and English
Educated in advanced teaching skills after tutoring 500+ students
Proficient in various areas of advanced mathematics, English, and Biology
Marketing Director, Receptionist, Writer
Doctors of Natural Medicine - Colorado Springs, CO
May 2018 to June 2019
Implemented successful marketing plan for 300+ dispensaries in Colorado Springs, Denver, & Pueblo
Improved and maintained spreadsheets, records, and the efficiency of office duties
Efficiently respond to emails, update patient files, answer phone calls, and assess patient/doctor's needs
Composed and updated blog posts on website to depict relevant information about medical cannabis
Bartender The Ute and Yeti - Colorado Springs, CO
April 2017 to June 2018
Achieved 5-star ratings on Yelp by providing outstanding service to 500+ customers a week
Improved inventory efficiency by 40% through design and implementation of a systematic method
Increased client base and diversity of beer sold by recommending suitable beer choices based on extensive knowledge of beer styles and selection
Server, Banquet Server, Brewery Tour Guide
Phantom Canyon Brewing Company - Colorado Springs, CO
June 2016 to August 2017
Quickly and efficiently prepared the dining room for events hosting 100+ people
Coordinated 3+ brewery tours a week showcasing the brewing process, history of the Cheyanne building, and downtown Colorado Springs
Database Administrator
Auburn Hills Chamber of Commerce - Auburn Hills, MI
August 2012 to August 2012
Input data information into multiple computer programs and reviewed all data for errors, a database housing \$1M+ in donor funding
Utilized Microsoft Office skills to improve and maintain organization of sensitive data
Education
B.S. in Electrical Engineering
Intent University of Colorado - Colorado Springs, CO
Present
Accounting
Intent Oakland Community College - Auburn Hills, MI
September 2013 to March 2016
Meteorology
Intent Central Michigan University - Mount Pleasant, MI
September 2012 to March 2013

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