

Amara Brown

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Education

CHAMINADE UNIVERSITY

B.S Bachelor of Science in Environmental Science

Honolulu, HI

2023-Expected 2027

MOANALUA HIGH SCHOOL

Honolulu, HI

2019-2021

ONLINE SCHOOL - GED

Honolulu, HI

2021-2023

Experience

CHERYL BROWN H/MU LLC

Assistant

Honolulu, HI

January 2025- Present

- Manage and respond to emails in a timely and professional manner.
- Organize and maintain client database for easy access.
- Clean and sanitize tools to ensure a safe working environment.

TARGET

Style Consultant

Honolulu, HI

November 2022 – October 2024

- Provided excellent customer service by welcoming and assisting guests with product selection.
- Maintained an organized, well-stocked, and accurately priced sales floor.
- Operated handheld devices to complete tasks, communicate with team members and guests, and achieve sales goals.
- Participated in training programs to stay updated on product trends and best practices.

Leadership and Activities

PONO POPOKI PROJECT

Cat Caretaker

Honolulu, HI

January, 2025- Present

- Feed and monitor campus cats and kittens to ensure their well-being.
- Communicate with peers and professor regarding animal care and scheduling.

UNITY CLUB

Club Secretary

Honolulu, HI

March, 2025- Present

- Document key decisions and maintain documents for members.
- Prepare agendas and send out club announcements.

Skills

- Excellent customer service and communication skills.
- Ability to work both independently and collaboratively in a team setting.
- Proficient in operating handheld scanners and communication devices.
- Organized and detail-oriented with strong multitasking abilities.
- Adaptable to fast paced environments.
- Social media and digital marketing.