

ELLIE MUNCY

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303 944 3769

EDUCATION

University of Colorado Boulder 2020-2023

- Bachelors of Environmental Design specializing in Urban Planning
- Minor in Creative Technology and Design

Arapahoe Community College 2017-2020

- Associates of Arts

AWARDS

Dean's List Fall 2020-2021

- Environmental Design Program

National Honor's Society 2020

- Colorado Early Colleges Parker

Dean's List - Fall 2019 Fall 2019

- Colorado Early Colleges Parker

Vice President's List Fall 2019

- Arapahoe Community College

Employee of the Month Fall 2018

- Regal Entertainment

SOFTWARE SKILLS

Microsoft Suite

- Word, Excel, PowerPoint

Adobe Suite

- Photoshop, Illustrator, InDesign, XD

Autodesk Suite

- AutoCAD, Maya

Other

- SketchUp, ArcGIS, Rhino

EXPERIENCE

Intern, City of Boulder- CV 2022-Present

- Manage and transfer data, map data in GIS, research, and scan documents.

Athlete, CU Freeskiing 2021-Present

- Attend weekly meetings, participate in morning workouts and weekend trainings.

President, American Planning Association, Boulder Student Chapter 2020-Present

- Attend and plan meetings, interact with peers, and create budgets.

Associate, Potbelly Sandwich Shop 2020-2022

- Take orders, make and dress sandwiches, cash out guests, as well as various cleaning, restocking, and prep duties.

Server, Regal Entertainment 2018-2020

- Serve food, alcohol, and sell tickets at concessions; tear tickets at door podium; clean theaters, do lobby sweeps, perform general cleaning jobs.

Animal Care Assistant, Denver Dumb Friends League 2018-2019

- Clean cat kennels and socialize with the animals.

Teen Leader, Raft Trip Leadership 2018/2019

- Organize, pack, and cook, as well as lead kids of ages ranging from 13-15.

Receptionist, Acupuncture Associates of Castle Rock 2017-2019

- Answer phone calls, schedule appointments, take payment from customers, follow up with customers, and do general cleaning.

