

# Grace Do

## OBJECTIVE

As a rising 12<sup>th</sup> grader in high school, I would like to obtain experience working in different environments to gain better skills in leadership, teamwork, and organization.

## EXPERIENCE

### Volunteering at AFAC

- Organizing and sorting foods
- Helping with the shelving of items
- Assisting with food distribution to families

### Helping School Faculty

- Grading of classwork & forms
- Removing posters and wall decorations
- Organizing books and papers

### GEM TEA | Vienna, VA (*May 2019 – August 2019*)

#### Barista/Cashier (*Part-time & Full-time*)

- Greeting customers and operating cash register (clover system)
- Training new cashiers and baristas
- Mixing and serving various drinks and desserts
- Maintaining clean work area and presentable guest area

## EDUCATION

### James Madison High School (*2017 – Present*)

2500 James Madison Dr, Vienna, VA 22182

#### Extracurriculars

- Officer in MadAI (James Madison Machine Learning Club)
- President of Pokemon Go Club
- Computer Science Honor Society
- Cyber Patriots
- Girls Who Code

#### Achievements

- Won 2020 Virginia Affiliate Honorable Mention from NCWIT
- Won Honorable Mention from NVSWCD at Regional Science Fair (April 2019)
- Placed 3<sup>rd</sup> At Herndon CyberQuest Event (Oct 2019)
- Won Most Unique Environmental Project at DC MetroHacks Women III (Sept 2019)
- Won Most Creative Project at CavHack (Sept 2018)

(703) 639 8927

[gracenhudo@gmail.com](mailto:gracenhudo@gmail.com)

[gracedo-ugh.github.io](https://gracedo-ugh.github.io)