

Kate Roberts

Austin, TX | 713-213-2245 | kate_roberts@utexas.edu

EDUCATION

The University of Texas at Austin, Austin, TX

December 2020

Bachelor of Science in Biology

Minor in Forensics; GPA 3.84

EXPERIENCE

Williamson County Regional Animal Shelter - Round Rock, TX

June 2019 – August 2019

Animal Care Specialist

- Worked diligently to maintain the comfort and care of cats at the shelter by cleaning kennels and spending time daily with the cats
- Assisted customers with finding potential pets and helped to facilitate the overall adoption process
- Helped provide medical care of cats hands-on, including vaccinations and blood drawing

Volunteer/Cat Foster

- Spent 1,000+ hours volunteering with cats at the shelter since 2018
- Fostered 50+ cats at home and took on medical care or assistive responsibilities for cats

BJ's Brewhouse – Round Rock, TX

September 2018 – December 2018

Hostess

- Coordinated the seating of and ensured a smooth dining experience for customers
- Assisted coworkers by taking food and drinks to customers and assisting with any other tasks
- Engaged daily with an online program to coordinate seating charts and store customer information

Red's Porch – Round Rock, TX

March 2018 – September 2018

Hostess

- Worked with others to seat customers and reduce the waiting time of customers
- Organized scheduled events and set up spaces for large parties
- Balanced having two jobs while simultaneously taking a full course load at Austin Community College

Fossil – Round Rock, TX

June 2017 – June 2018

Sales Associate

- Actively learned an extensive amount about the Fossil brand and their products in order to better assist customers
- Worked persistently to keep sales up and met or exceeded the daily monetary quotas assigned for me
- Built strong relationships with coworkers that helped to make the store a more cohesive workplace

ACTIVITIES & LEADERSHIP

National Organization of Women – Austin, TX

March 2020 - Present

Group Member

- Actively increased my political involvement and worked to assist vulnerable communities
- Utilized social media to spread awareness about political issues and increase

HONORS AND AWARDS

- **University of Texas at Austin** – University Honors (2019/2020)
- **Austin Community College** – Scholastic Excellence Roll first and second semester (2017/2018)
- **Texas State University** – Dean's List first and second semester (2016/2017)