

OLIVIA WARNER

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Eighty-Four, PA 15330

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Website: www.livwarnermedia.com

WORK EXPERIENCE:

May 2018-Present **General Merchandise / Electronics Associate, Target**

Washington, Pennsylvania

- Assist guests on the sales floor
- Stock / back-stock products
- Develop good teamwork and communication skills

June 2015-May 2018 **Front Desk Attendant / Coach, Glen Creek Tennis Club**

South Park, Pennsylvania

- Took payments and scheduled appointments
- I had closed the facility independently on scheduled work days
- Taught children ages 3-10 the beginning stages of tennis
- Developed patience and good communication skills

EDUCATION:

August 2017-Present **Bachelor of Science, Computer Science w/ Communication Minor**

Slippery Rock University, Slippery Rock, PA

- Current **Sophomore II**
- Dean's List
- GPA: 3.2

August 2013-June 2017

Ringgold High School

Monongahela, PA

- Co Valedictorian
- WGPA: 4.0
- Tennis Team Captain

SKILLS / ABILITIES:

- HTML, CSS, JavaScript
- MySQL
- Microsoft Office (Word, PowerPoint, Excel)
- Windows / Macintosh OS X
- Public Speaking
- Teamwork

ACTIVITIES / VOLUNTEER WORK:

August 2017-Present **Member of Slippery Rock University Women's Tennis Team**

September 2016 **St. Lucy's Medallion Ball**

- Was required to obtain over 120 hours of volunteer work to qualify

April 2015

United States Tennis Association Middle States Volunteer of the Year