

Suzanne The Student

0000 Anystreet Drive
Anywhere, LA 70000
HM: (318) 000-0000
Cell: (318) 000-1111

suzannethestudent@anysite.com

Education:

Bossier Parish Community College
Associates Degree in Business Administration

Benton High School
High School Diploma

Work Experience:

Tubbs Hardware
615 Benton Road Bossier City 71111
(318) 746-0311
September 2003 – Present

Responsibilities:

Cashiering, counting the end-of-the day register check up, receiving payments, filing, going to the bank, running other needed errands, making gift baskets, ordering some items needed for Gift Shop

Cornerstone Child Development Center
4201 Viking Dr. Bossier City 71111
(318) 549-0080
December 2002 – May 2003

Responsibilities:

Taking care of infants; Following a consistent schedule of: feeding, changing diapers, nap times, play activities and other needs of the infants

Organizations:

High School Dance Line 2000-2003
FAC 2000-2003
SADD President 2002-2003
SADD Secretary 2001-2002
Student Council

Awarded Annie Lowe Stiles Scholarship
Bossier Parish Community College
Academic Year 2006-2007