

ANDREA WILDER

Boston, MA
LinkedIn Profile Link

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EDUCATION

Simmons University, Boston, MA
Bachelor of Arts in English, anticipated May [Year]
GPA: 3.65
Honors: Dean's List, Spring [Year], Fall [Year]
Activities/Leadership: Treasurer, Class of [Year]

EXPERIENCE

- Boston Sports Club**, Wellesley, MA Summer [Year]
Youth Program Supervisor / Camp Counselor
- Managed staff and operations for "Sports Club Kids" party program, ensuring safe and enjoyable experience for participants.
 - Trained and supervised party hosts to run five to seven themed birthday parties per weekend; acted as liaison with parents and ensured events met expectations.
 - Led various groups of campers, ages 5 to 12, in age appropriate games and athletic activities, as part of day camp program serving over 100 children.
 - Planned daily athletic activities to meet various abilities and encouraged children to develop good sportsmanship and positive relationships with peers.
- Talbot's**, Wellesley, MA Summer [Year]
Sales Associate
- Sold merchandise and provided friendly and efficient customer service, resulting in increased repeat sales and customer loyalty.
 - Coordinated clothing displays, and prepared sales racks, effectively marketing merchandise.
 - Recognized by manager for consistently exceeding weekly sales goals and store credit card goals and given monetary Recognition Award.
- Avery Manor**, Needham, MA [Year-Year]
Nurse's Aide
- Led simple exercises appropriate for elderly patients that enhanced patient motor movements and flexibility; adapted exercises to meet needs of patients with physical limitations.
 - Reviewed and confirmed patient dietary needs in regard to allergy and ability to manage food intake, and ensured patients received appropriate nutrition.
- Chez Maurice**, Needham, MA Summer [Year]
Server
- Served dinner in a fast-paced French restaurant, providing excellent service that contributed to guests' fine dining experience.
 - Received Employee Recognition Award for strong work ethic and dependability.

SKILLS

Computer: Proficient in Microsoft Word, Excel, PowerPoint
Language: Conversational Spanish