

ALEXANDRA GENTY

CONTACT

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EDUCATION

2018-2022

LEGACY HIGH SCHOOL

- High School Diploma

2022-2024

EASTERN ARIZONA COLLEGE

- Associate of General Studies
- 3.8 GPA

2024-Current

OTTAWA UNIVERSITY

- Bachelor of Arts: Marketing
- 4.0 GPA
- Google Digital Garage
Fundamentals of Digital Marketing
Certificate

SKILLS

- Public Relations
- Digital Marketing
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- People Skills

LANGUAGES

- English: Fluent
- American Sign Language: Intermediate

PROFILE SUMMARY

Motivated and dedicated college student with a strong academic record and a commitment to excellence, maintaining nearly a 4.0 GPA through high school and college. A dedicated team player, balancing academic success with active participation on the university's softball team, demonstrating leadership, discipline, and time management skills. With consistent work experience since the age of 16, I have developed a strong work ethic, problem-solving abilities, and excellent interpersonal skills. Passionate about giving back to the community, actively engaging in volunteer work and community service. Eager to apply my skills, work ethic, and commitment to success in a professional environment.

WORK EXPERIENCE

Little Caesars

2020-2024

Lead Manager

- Led daily store operations to ensure shifts ran smoothly and efficiently while meeting the standard of customer satisfaction.
- Managed and trained employees and new hires while also enforcing a positive work environment.
- Handled customer complaints, resolved issues, and ensured they were taken care of.
- Worked on cash handling, opening and closing of the registers, balancing cash drawers, and managing daily sales reports.
- Controlled resource waste and food handling

Dominos

2024-Current

Crew member

- Provided great customer service by taking orders, preparing food, and ensuring great-time delivery.
- Operated kitchen equipment.
- Work collaboratively with team members.
- Handled cash and processed customer transactions

EXTRA CURRICULARS

High School Deca Club

2021-2022

Eastern Arizona Softball Team

2022-2024

- 2 Year Starter: Varsity
- Conference Championship
- Regional Championship
- Nationals Appearance

Ottawa University Softball Team

2024-Current

- Starter: Varsity
- Engages in community services including the University and Rock Creek of Ottawa