



Student-Athlete Resume

Abi Athlete

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EDUCATION

Bachelor of Science in Business Management

Anticipated May 20XX

St. Cloud State University (SCSU), St Cloud, MN

- Minor in Finance
- Association to Advance Collegiate Schools of Business Nationally Accredited Program
- **GPA: 3.72**

EXPERIENCE

Office Assistant, Advising Center, SCSU

August 20XX-Present

- Execute and provide customer service to students and faculty in a professional manner
- Organize and schedule advising appointments for students seeking assistance with classes
- Develop technical skills by operating the school system database to change students' intended majors

Student Coordinator, Advising and Registration Days, SCSU

May 20XX-August 20XX

- Oversaw hundreds of new students check-in procedures and assisted with finding resources
- Advised over 1,000 incoming students on courses to register for their upcoming semester
- Supervised hundreds of students and faculty in a student registration computer lab

Front End Service Manager, Coborn's Superstore, Sauk Rapids, MN

May 20XX-August 20XX

- Demonstrated ability to effectively tend to customers when any issue would arise
- Delegated cleaning, organizing and stocking tasks to cashiers and baggers

INTERCOLLEGIATE ATHLETICS

Student-Athlete, Swim & Dive Team, SCSU

August 20XX-Present

- Develop strong leadership skills by mentoring underclassmen teammates, leading warm-ups at practices and competitions, and encouraging teammates to perform their best
- Devote 15 hours per week to athletics while enrolled in as a full-time student

ACTIVITIES

Member, Student Athletic Advisory Council (SAAC), SCSU

March 20XX-Present

- Attended the 20XX & 20XX NSIC SAAC Leadership Conference
- Assist in planning the annual SCSU Student-Athlete Bowl-A-Thon to help raise money for the *Make-a-Wish Foundation*

Team Captain, Swim & Dive Team, SCSU

20XX & 20XX

Volunteer, Stamp Out Hunger

December 20XX

Member, Society of Unified Management Organization (SUMO), SCSU

September 20XX-Present