

Angela Vitt

Campus: 1012 West
Illinois street, Urbana,
Illinois 61801
Home: 426 Bell Street,
Collinsville, Illinois 6223
618-567-1627
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Objective

Very dedicated and fast paced learner looking to gain hands on experience

Employment History

Child Care

August 2010 to January 2015 Sts. Peter and Paul Nursery, Collinsville, IL

- Develop, nurture and care for children
- Maintain a clean and healthy environment
- Discipline children in keeping with the methods cleared by the parents

Secretary

May 2014 to August 2014 Cheapies Tires, Alton, IL

- Teaching fellow employees technical knowledge
- Completes requests by greeting customers, in person or on the telephone

Server

August 2013 to December 2013 UIUC Catering, Urbana, Illinois

- Leader of events
- Event organizer

Secretary

May 2013 to August 2013 Vitt heating and cooling, St. Louis, MO

- Organized the client's contact information
- Contributes to team effort by accomplishing related results as needed.
- Enhanced effectiveness by providing information management support.

Education

University of Illinois at Urbana-Champaign, Urbana, IL

Fall 2013 to Spring 2017

- 3.22/4.0 GPA
- U of I Foundation Scholarship

Althoff High School, Belleville, IL

Fall 2009 to Spring 2013

- 4.0/4.0 GPA
- National Honors Society

Other Experience

Excellent communication and organizational skills
Member of Phi Eta Sigma, National honors society
Member of Society of Women Engineers

References

References are available on request.