

Hally Career

1534 24th Ave North Apartment # 225 Group, ND 58889
(555)653-5555 - Hally.Career@my.ndscs.edu

Education:

- North Dakota State College of Science** (Wahpeton, ND)
Associate of Applied Science – Occupational Therapy *Anticipated Graduation: May 2014*
- President of the OTA Club (2013/14)
 - GPA: 3.3
- North Dakota State College of Science** (Wahpeton, ND)
Associate of Arts – Liberal Arts May 2010
- GPA: 3.1

Fieldwork Experience:

- Company Rehabilitation** (Newport, CT) March – May 2012
- Geriatrics
- St. Annie Medical Center** (Group, ND) January – March 2012
- Physical Disabilities, Social Work
- Wahpeton Public School District** (Wahpeton, ND) October 2011
- Pediatrics
- Community Hospital** (Wheaton, ND) March 2011
- Behavioral Health

Work Experience:

- Dining Room Manager, Server** May 2012 – Present
Colly's Good Dining (Wahpeton, ND)
- Responsible for opening and closing duties including opening and closing cash register, testing automated system and trouble-shooting concerns as they arise
 - Ensure the hosts, servers and kitchen staff work cooperatively to maximize efficiency
 - Exhibit ability to work efficiently and collaboratively in a fast-paced environment
 - Display excellent customer service skills when interacting with diverse clientele
- Direct Care Provider** May 2010 – May 2012
Ally Group Home (Wahpeton, ND)
- Responsible for providing care for 6-8 clients with physical and mental limitations
 - Transported clients to and from medical and other care appointments
 - Developed excellent communication skills through communicating concerns, progress or other information to staff members, medical caretakers and family members
- Caregiver** Summer 2008 & 2009
Frigley Family (Wall, ND)
- Responsible for providing primary childcare for three children between the ages of 6 months to 5 years.
 - Ensured children were safely transported to and from activities.
 - Engaged children through planning craft projects, activities and meals.

Certifications:

- First Aid & CPR** (2014)
Certified Nursing Assistant (2012)



Don Draft

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Education

North Dakota State College of Science (Wahpeton, ND) *Anticipated May 2016*
Associate of Applied Science in Building Construction Technology

- **GPA:** 3.4
- **Certifications:** OSHA, First Aid & CPR

Place Area High School (Next, ND) *May 2014*
Diploma

- 3-year letter winner (Athletics & Fine Art)
- State FFA Degree 2013

Professional Experience

Green & Black Construction (Place, ND) *May - August 2013, 2014*
Crew Member

- Gained valuable experience related to estimating and framing new construction, interior finishing, pouring concrete and other general construction skills
- Responsible for working both independently with little supervision and an active team member
- Trained on and followed all safety requirements

City of Next (Next, ND) *May - August 2012*
Lifeguard/Swimming Lesson Instructor

- Responsible for teaching children 5-7 years old basic swim techniques, and communicating with parents and supervisors regarding students' progress
- Accountable for selling swimming passes, counting and opening/closing cash register during each shift
- Followed protocol to ensure the safety of all those swimming
- Successfully completed 30+ hour training course

Service & Activities

- **Building Construction Club:** Vice President (2014)
- **NDSCS Student Senate:** Representative (2014)
- **Our Faith Unite Mission:** Crew Leader (June 2014)
 - Lead a crew of 10 high school students to rebuild a school in Arnaud, Haiti
- **FFA:** State Degree winner (2013), Chapter President (2012)
- **Team Captain:** Basketball (2013/14, 2012/13), Football (2013)

