

Laborer/Foreman

- Assists owner on all masonry projects
  - Manages all details of masonry jobs, including but not limited to developing site layout, setting stones, including large flagstone project and stone walls
  - Scale of jobs ranging from \$5,000 \$25,000

## **Spring Mountain Adventures**

Spring Mount, PA

Winters 2015-2018

## Customer Service, Security

- Responsible for managing ticket desk and security during peak hours
  - Managed a variety of customer service issues to ensure satisfaction and improve internal processes

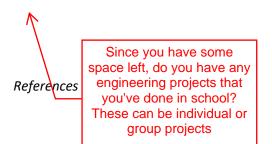
## Activities and Volunteer Work

James Madison University: CARE Volunteer (2018), Sigma Phi Epsilon Rush Chair (2018), Intramural flag football, and Intramural basketball

American Society of Civil Engineers: Member for the Lehigh Valley area.

## **Computer Skills**

- Fluent in Microsoft Office (Excel, Word, and Powerpoint)
- Proficient in Solidworks/CAD, Matlab, Lingo, and Risa 2D



General feedback:

- never use "I" in your resume
- use blank space effectively
- use lines to separate sections in your resume like you did with your summary
- stay consistent with formatting, alignment, text sizes, etc