**Frankie First-Year**

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205-348-5848

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***EDUCATION***

**Bachelor of Arts,** May 2025

The University of Alabama, Tuscaloosa, AL

Major: English

East High School, Mytown, CA, June 2021

GPA: 3.8/4.0

***WORK EXPERIENCE***

**Catering Assistant,** *Kris’s Cakes and Catering,* Tuscaloosa, AL, September 2021-present (seasonal)

* Oversee routine store operations in absence of manager
* Create theme parties for special events, adhering to each client’s budget
* Provide excellent customer service by customizing menus according to preferences and dietary needs

**Sales Associate,** *Ace Hardware,*Mytown, CA, June 2020-August 2021

* Maintained detailed knowledge of inventory to provide customers with best solutions
* Demonstrated adaptability and teamwork in assisting as needed throughout store
* Earned employee-of-the-month award twice in 12 months

***COMMUNITY SERVICE***

**Participant,** *Alabama Action*, The University of Alabama*,* Tuscaloosa, AL,August 2021

* Rebuilt school playground with a team of 15 fellow freshmen
* Gained understanding of challenges faced by communities with limited resources

**Volunteer,** *Sycamore Place,* Mytown, CA, June-August 2021

* Promoted two fundraisers through social media, resulting in an increase of almost $500 in donations from the previous year

**Volunteer Coordinator,** *Soup Kitchen,* Mytown, CA, September 2019-May 2020

* Coordinated 50+ volunteers in partnership with churches and social service agencies
* Stocked supplies and served food to 200+ people for 10 hours each week
* Earned satisfaction rating of 4.9/5.0 consistently on volunteer feedback surveys

***LEADERSHIP EXPERIENCE***

**Team Captain,** Varsity Soccer, *East High School,* Mytown, CA, January-May 2021

* Directed team plays according to coach’s strategy
* Mediated conflicts among 11 teammates and encouraged positive behavior in all situations
* Earned Coach’s Award for leadership and overall performance

**Vice President,** Spanish Club, *East High School,* Mytown, CA, September 2019-May 2020

* Organized Spanish Trivia Night, promoting interaction among 75+ club members
* Coordinated and facilitated 7 meetings, including officer elections for the coming year