**Sally Saltwater**

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**EDUCATION**

**Indiana University – Bloomington, IN** May 2020

Bachelor of Science in Business, GPA: 3.42/4.0

Major: Finance

**CAMPUS INVOLVMENT**

**IU Residential Programs and Services – Bloomington, IN**  Fall 2016 – Present

*Wright Food Court Student Part-time worker*

* Take orders quickly and efficiently during high volume lunch period to increase the number of sales
* Replace inventory so the individuals making the food have what they need and do not run out
* Communicate a positive atmosphere by greeting customers with a smile so they feel comfortable asking for the foods they want
* Manage the cash register to make sure proper transactions are recorded and that all money in accounted for

**IU Residential Programs and Services – Bloomington, IN** August 2017

*Welcome Week* *Assistant*

* Answered questions related to academic choices, residential building questions, and daily life on campus to new freshman students
* Brainstormed ideas with new students for different networking opportunities and getting involved on campus

**RELEVANT COURSEWORK**

**F260: Personal Finance**  January – May 2017

* Financial problems encountered in managing individual affairs: family budgeting, installment buying, insurance, home ownership, and investing in securities
* Understand the process of accumulating and protecting personal wealth, emphasizing the analysis of risk/return relationships as well as learning to understand investment alternatives and how strategies develop as life situations mature

**SKILLS**

* Computer Software: Microsoft Office Suite (Excel, Word, Access, PowerPoint, Outlook)