**Sally Saltwater**

Current Address: 555-555-5555 | username@indiana.edu Permanent Address:

625 N. Jordan Ave. 123 Resume Rd.

Bloomington, IN 47405 Manchester, IN 46962

**Education**

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

Major: Music Performance: Early Music - Instrumental

GPA: 3.70/4.00

**Professional Experience**

**Mulberry Academy**, Bloomington IN *December 2016 – Present*

*Music Assistant*

* Educate children aged 8-12 on how to write, read, and listen to music
* Finalize lesson plans with the primary teacher
* Organize the Winter and Spring pageants by conducting practices, ordering costumes, and choreography

**Melody Music Shop LLC**, Bloomfield, IN *August 2015 – August 2016*

*Selection Consultant*

* Aid customers in selection of their instruments by assessing their interests and skills
* Collaborate with colleagues on tuning and cleaning inventory
* Manage the front desk and operate the phone, answering questions of prospective clients

**Activities**

**Music and Entertainment Industry Student Association**, Bloomington, IN

*Vice President*  *October 2016 – Present*

* Educate members of the Bloomington community about the music and entertainment industry
* Aid members in finding internships that will lead to careers in the music industry
* Promote music, artists, and music product sales, including musical instruments and electronic equipment

**Buskirk – Chumley Theatre**, Bloomington, IN

*Volunteer September 2015 – August 2016*

* Guide attendees to their seats and assist with directions to ensure the production starts on time
* Conduct operations at the concessions through performing calculations and exchanging money for product

**Skills**

**Languages:** French (native), English (fluent), Sign Language (fluent)

**Computer:** Microsoft Excel, PowerPoint, Access