

Stephanie Hischer

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815.861.5595

Objective: To obtain a professional career opportunity in the business field.

Education

Illinois State University, Normal, IL

Bachelor of Science Degree December 2008

Major: **Business Administration**

Minor: Criminal Justice

GPA: 3.0/4.0 major; Earn/Finance 100% of college expenses

Member Gamma Iota Sigma Insurance Fraternity

Leadership Experience

Gymnastics Coach

New Lenox Park District, New Lenox, IL

May 2002 - December 2003

- Coached students in beginner and advanced gymnastics skills
- Provided leadership as a coach to students and parents
- Coaching taught me the importance of time management and responsibility
- Managed students progress on all events
- Taught students the importance of teamwork and detail orientation
- Allowed me to apply my knowledge and skills in gymnastics

Additional Experience

Server

Bandana's Bar-B-Q, Bloomington, IL

September 2006-May 2007 / January 2008-June 2008

- Resolved customer problems and complaints
- Improved my confidence in public speaking
- Strong use of teamwork among employees
- Trained new hires

Golf Associate

Joliet Park District, Joliet, IL

May 2004 - August 2007

- Responsible for customer service
- Helped guide customers throughout the course
- Serviced large outings as well as individual customers
- Completed daily inventory for beverage cart sales
- Took tee reservations and operated the cash register in the Pro Shop

Technical Skills

- Proficiency in Microsoft Office
- Very familiar with the internet, several types of e-mail, and Windows ME and XP