

## Professional Profile

### **Career Objective**

To obtain a rewarding Career that will utilize my strong business, interpersonal, and computer skills, that will help me gain experience toward my ultimate career goals.

### **Skills Summary**

- Hard working
- Trusted and Respected Employee in Business
- Long Term Goal Oriented
- Customer Service Knowledgeable
- Multi-task Capable

### **Computer Skills**

- Various computer program knowledge: Excel, Access, SAP, MobiOne, SQL, Word, Powerpoint
- Web design: HTML/CSS, MySQL/PHP Prototyping mobile applications
- Programming Knowledge: Visual Basic and Java, some Web Design Knowledge
- My website: [www.siu.edu/~klicht](http://www.siu.edu/~klicht) (Looks best with Google Chrome)

## Education

SOUTHERN ILLINOIS UNIVERSITY OF EDWARDSVILLE – Edwardsville, IL

August 2011-Present

Bachelors of Science in Business - Computer Management Informational Systems

ILLINI CENTRAL HIGH SCHOOL – Mason City, IL - May 2011

## Professional Experience

### **Old Navy Edwardsville (Sales Associate)**

**May 2013 to Present**

- Customer Service Experience
- Cash Register Capability
- Fitting room and organizational skills

### **Wibbens Detasseling (Crew/Field Boss)**

**Summers of July 2007 to August 2010**

- Hard work in difficult conditions
- Commitment (worked 40+ without a day off)
- Leadership (Field boss and crew boss)

### **City Video and Tanning Salon (Supervisor)**

**February 2006 to August 2011**

- Officer helper such as filing, cleaning, copying, etc.
- Customer Service Knowledge
- Management and Training skills

## Honors and Activities

- Dean's List Spring 2013 (Southern Illinois University of Edwardsville)
- 40+ hours of Community Service in Illini Central's main office
- Assistant Girl's Basketball Coach (Winter 2010 and 2011)
- Assistant Girl's Softball Coach (Summer 2010)