

Valerie Thornton

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EDUCATION

- BS in Recreation Management** Apr 2022
Brigham Young University - Idaho Rexburg, ID
- Minor in Communication
 - 3.7 GPA
 - Received multiple academic scholarships

WORK EXPERIENCE

- Crew Member/Supervisor** Aug 2018 – Present
Arctic Circle Idaho Falls, ID
- Prepared high-volume food orders for hundreds of customers a day
 - Ensured customer satisfaction through ability to assess and meet customer needs when issues arose
 - Supervised 8 employees daily and organized work schedules for entire 24-person crew
 - Maintained quality of food orders through efficient multi-tasking and adapting well under pressure
 - Obtained food handler's permit and enforced standards with employee trainees

- Catering Assistant/Server** May 2018 – Aug 2018
Utah State University Cafeteria & Catering Services Logan, UT
- Demonstrated precision while preparing trays of bakery items for daily events and serving lunch menu items to hundreds of college students daily

- Supervisor/Server** Summers 2016 & 2017
Red Rock Ranch Kelly, WY
- Promoted to housekeeping manager as a result of conscientiousness and dependability
 - Oriented 5-8 new employees each month and tracked laundry inventory
 - Provided accurate and friendly service to guests while attending to customer food needs for breakfast, lunch, and dinner

- Craft Designer** Aug 2016 – May 2017
Thompson Crafts and Frame Logan, UT
- Increased department revenue through creation of appealing craft items for customer displays
 - Maintained organization of store while tracking and shelving thousands of dollars of inventory daily

VOLUNTEER EXPERIENCE

- Full-time Volunteer Representative** Aug 2011 – Feb 2012
The Church of Jesus Christ of Latter-day Saints Jackson, MS
- Connected effectively with youth, adults, and elderly persons from diverse backgrounds, while teaching daily life improvement lessons and serving in community
 - Planned and taught at weekly meetings for groups of up to 15 volunteers on ethics, communication, teaching skills, and achievement of goals