

ALEXA KOZIOL

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Summary

Hardworking and reliable college graduate with strong ability in research and writing. Offering flexibility, professionalism and good time-management skills. Highly organized, proactive and punctual with team-oriented mentality.

Skills

- Research support
- Leadership strength
- Proficient in Microsoft Word, PowerPoint, and Google Drive, Slides, etc.
- University standards

Experience

Night Stocker | Lowe's Home Improvement | Glasgow, KY | 04/3/21- 04/21/21

- Unloaded items from trucks
- Shelved and organized merchandise

Night Stocker | Walmart | Campbellsville, KY | 04/24/21 - 06/23/21

- Stocked merchandise
- Organized shelves

Community Liaison | Lindsey Wilson College Bonner Scholar Program - Columbia, KY | 08/2015 - 08/2017

- I worked at the Adair County Middle School library under Alma Rich through my Bonner Scholar program
- Earned reputation for good attendance and hard work.
- Demonstrated self-reliance by meeting and exceeding workflow needs.

Education and Training

Lindsey Wilson College | | Columbia, KY | 05/2020

Bachelor of Arts: Gender Studies, Minor: Art

08/2015 - 05/2020

- Adhered to university requirements for student assignments, testing and grading of work.
- Instructed small student groups on individual aspects of subject matter.
- Earned reputation for good attendance and hard work.

Hobbies

Enjoys creative writing and making visual art both traditionally and digitally