

ALLISON SEQUENCE

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PROFILE

Integrity, persistence and a competitive spirit underscore employment and academic successes where meeting deadlines, achieving goals and using measured judgment have been crucial to delivering results. A commitment to the team, a willingness to provide assistance, guidance and understanding to those in need, and a strong work ethic have contributed greatly to the ability and capacity to pursue business objectives, maintain focus and partner with others to achieve common goals. Spirited optimism, self-discipline and commitment to excellence transcend conventional boundaries.

EXPERIENCE

Science: conducted water studies and wrote reports for regulatory reviews.

Leadership: four year starter of Division I college softball team; served as team captain; earned most valuable player and All Conference honors.

Management: administered front office operations of prestigious athletic club.

Sales: initiated customer contact to sell variety of product offerings, from sports apparel and equipment, to memberships and promotional offerings. Developed strong sales pitch and presentations.

Marketing: successfully marketed firm and products using assorted presentation techniques, explained promotional materials, demonstrated products, benefits and value of membership.

EMPLOYMENT

WestEKO Environmental

Sacramento, CA

June 2006 – Present

Project Associate

Wrote quarterly and annual groundwater monitoring reports for LUST/UST sites, performing file reviews, conducting sensitive receptor surveys, supervising construction of groundwater monitoring wells, performing soil-logging activities using ASTM Standard D-2488 (visual-manual method) and creating boring logs using GINT.

The Capitol Athletic Club

Sacramento, CA

June 2005 – May 2006

Receptionist & Cashier

Managed front desk, greeting guests/members at dynamic full-service fitness facility, and responsible for administering a wide array of member benefits and personal service, and supporting marketing, sales and membership retention programs. Oversaw front office facilities, retail shop and merchandise sales, finances/accounts receivables, supervised phones, addressed assorted inquiries, conducted tours, and resolved problems and customer concerns.

The Urban Green Project, City of Sacramento

Sacramento, CA

January 2006 – May 2006

Water Scientist Intern

Responsible for developing a water study for a pilot project for the City of Sacramento that would recycle treated water for inner city neighborhood community gardens. Study and report was submitted for review to the City Public Works Department and the Parks and Recreation Department. Project report was approved and is being implemented.

Abercrombie & Fitch

Sacramento, CA

November 2005 – January 2006

Brand Representative

In seasonal sales position, responsible for providing wide range of customer services to shoppers in a fast-paced, high-volume retail clothing environment. Initiated measures to ensure customers received superior service, sales assistance, and selection and coordination of brand apparel and accessories.

EDUCATION

University of California, Davis

Davis, CA

May 2006

Environmental Science with emphasis in hydrology, Bachelor of Science Degree

UC Davis Women's Softball Team

2002 - 2006

Student Athlete

Four-year member of Division I women's softball team, serving as Captain (2006); selected as Most Valuable Player and All-Conference First Team (2006), and established assorted team records.

REFERENCES

References will be provided upon request.