**SUSAN B. GREEN**

Present Address Permanent Address

2420 Nicolet Drive 7891 Linder Road

Green Bay, WI 54311 Milwaukee, WI 53202

(920) 465-xxxx phoenixjb@uwgb.edu (262) 323-xxxx

**EDUCATION:**

**University of Wisconsin- Green Bay**, Green Bay, WI

Bachelor’s Degree, expected graduation May 20XX

Major in Health Professions Studies, Minor in Spanish

**East High School**, Green Bay, WI

High School Diploma, June 20XX

Cumulative GPA: 3.4/4.0

**WORK EXPERIENCE:**

**Crew Member**, May 20XX to Present

McDonald’s, Manitowoc, WI

* Assist customers with menu selections
* Balance and reconcile daily cash receipts and transactions for crew stations
* Maintain a clean work environment

**Childcare Provider/Babysitter**, 20XX to 20XX

* Various Families in Green Bay, WI
* Provided care for children ages 2 to 10
* Completed American Red Cross Certification class

**COMMUNITY INVOLVEMENT:**

**Volunteer**, Habitat for Humanity, 20xx – Present

* Participate in various builds throughout the Green Bay area
* Sell donated materials at the Habitat’s ReStore to support construction of homes

**Volunteer Mentor**, Big Brothers Big Sisters of Northeastern Wisconsin, 20xx – 20xx

* Planned Activities
* Assisted with Homework

**HONORS/AWARDS:**

* Scholarships
* Honor Society
* President’s Award