

## Jamie Mao

123 Education Way  
South Ridge, CO  
80906

Phone: 756-879-1234  
Email: Jamie1985@example.com

### Objective

To obtain a customer service position at JJ's Ice Cream Shop.

### Experience

Summer 2006 Park Snack Shop South Ridge, CO

#### Customer Service Specialist

- Served more than 1,000 customers a day, an increase of 200 a day compared to 2005.
- Collaborated in redesigning the snack-cart process.
- Suggested new products and increased sales by 8%.
- Task force member in new company initiative, "Customer-Focused Selling."

2006-2007 Volunteer, Children's Hospital South Ridge, CO

#### ICU Volunteer

- Created a "storytime" reading schedule for the ICU children's ward.
- Assisted with other volunteer activities for patients, including play-dates and "A Night Out on the Town."

### Education

2004-2008 Colbert High School South Ridge, CO

Drama club, various roles in: *Guys & Dolls* and *Much Ado About Nothing*.  
Junior Varsity Tennis Team, 2004-2007.

### References

Mr. David Gureleaz

Relationship: Colbert High School Computer Teacher

Phone: 756-777-4000

Mrs. Gina Kolme, R.N.

Relationship: ICU Nurse, Children's Hospital

Phone: 756-234-0000