**Skills Resume**

**Alison Ritz**

23013 Avon St.

St. Clair Shores, MI 48082

(586) 277-3232

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**Skills and Abilities** **Public speaking** Great in social situations, has a broad, strong voice, calm and straight to the point

 **Flexibility**

Flexible team player who thrives in environments where there is a deadline that is needed to be met

**Leadership/Management Skills.**

Goal-driven leader, confidently motivates co-workers to reach there goal or raise performance standards

**Problem Solving skills**

Innovative problem-solver who can generate workable solutions and resolve complaints.

**Education/work experience**

Lake Shore High School Class of 2018, Macomb Community College Class of 2019

Bloomfield Hills Hunt club groom since 12/16, Mt. Clemens Treasury clerk 3/17-8/17

**Activities and Awards**

Honor Roll student, member of 4H, Vice President/member of the drama club, member of Lake Shore’s Treble, concert, and Chamber choir, Early College student