

RILEY T. PHILLIPS
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EDUCATION

- University of Vermont, Burlington, VT** *Expected May 2018*
Bachelor of Science in Business Administration
- G.P.A 3.1
 - Minor in Statistics
- Community College of Vermont, Rutland, VT** *Acquired June 2015*
Associate of Science in Computer Systems Management
- G.P.A 3.4
 - Dean's List ending semester (2015)

WORK EXPERIENCE

- General Nutrition Center (GNC) Burlington, VT** *June 2016 – October 2017*
Sales Associate
- Heavily focused on sales of specialty products and loyalty programs
 - Built strong communication and influential skills
 - Worked with customer's goals to attain a healthier living style
- Killington Mountain Snow Sports School, Killington, VT** *November 2012 – March 2014*
Snowboard Instructor
- Taught groups of 1-15 people of various ability level
 - Communicated with people of various backgrounds
 - Earned the Eagle Pin (Customer Service Award) for exceeding customers' expectations on the job
- Wallingford, VT** *April 2012-August 2014*
Camp counselor + Lifeguard
- Provided supervision and direction of activities and programs for 20-30 children daily
 - Enforced lake rules and
 - Facilitated group activities for the campers

ADDITIONAL

- Microsoft Office Specialist Excel 2016 certification, (77-727) *Acquired March 2018*
- Created an entertainment focused YouTube channel, generating 649,093 total views, 4,410 comments, and 1,513,910 total minutes watched. *August 2014 – January 2016*

References Available Upon Request