## **Extracurricular Activities List**

## Reazon Systems Inc. (Time Management and Planning – Intern)

Reazon Systems Inc. is a software development company specializing in education and content management. As a marketing intern, I was required to create timelines and determine times where it is best to approach the education market. I was also required to work together with the other interns, including software development interns, to create a plan that will promote the software of this business. Interning here has given me skills to plan for the future and organize the company's financial budget by working with people in different areas to create a project the company can use.

## **Autumn Years (Communication - Volunteer)**

Autumn Years is a convalescent home for people living with Alzheimer's disease and other forms of dementia. I have been able to communicate better after volunteering at this place. Since most people that are there do not remember you after you leave, it is great to practice conversation starters. I was able to talk to people with different personalities to get a feel on how to converse and communicate with those people more effectively.

## Marie Callender's (Leadership, Teamwork, and Conflict Management – Lead Server)

Marie Callender's is a restaurant famous for their pies. I've worked at Marie Callender's as a server and eventually becoming a lead server. When I became the lead server, I was given a set of responsibilities that requires me to acquire leadership and teamwork skills. As a lead server, I was required to make sure that everybody on the floor was doing their job and handle any problems that might arise from customer dissatisfaction before going to the manager. I was also responsible to make sure everybody is helping each other out when the restaurant is busy. I was able to make the servers happy as well as the customers happy.