

Amanda Walzer

339 Prescott Lane

Gurnee, Illinois 60031

Home: (847) 548-1866 / Mobile: (847) 997-2663

amanda.walzer@bc.edu

OBJECTIVE

A flexible and forward-thinking individual with detailed oriented skills of refined interpersonal and multitasking skill sets is seeking to pursue a position with your progressive company. I am knowledgeable in business and workplace principles while I look forward in demonstrating skills, such as critical-thinking, customer facing and collaboration is including working in a team environment.

EDUCATION

Boston College

Biology B.S., Political Science

Chestnut Hill, MA

August 2018-present

- *3.5 out of 4.0 GPA*

Boston College Extracurricular Activities

- *Mock Trial Competition Team Member*
- *Bellarmino Law Society Freshman and Sophomore Representative*
- *Best Buddies General Member*

Awards and Recognitions at Boston College

- *Spring 2019 Dean's List, Second Honors*

Carmel Catholic High School

Graduated with Superior Honors

Mundelein, IL

August 2014-May 2018

- *4.4 out of 4.0 Cumulative GPA*

Carmel Catholic High School Extracurricular Activities

J.V. Cheer Captain

J.V. Cheer

Varsity Cheer

Mock Trial Competition Team Member

Student Council

Junior Leadership Team

Group Leader Marching Band, Alto Saxophone

Math Team Member

Awards and Recognitions at Carmel Catholic High School

- *Van Erden Scholarship Recipient*
- *Outstanding Attorney Award - Illinois State Bar Association 2016-2017, 2017-2018*
- *Superior Honors - Freshman, Sophomore, Junior, Senior*
- *National Honors Society*
- *Mu Alpha Theta*
- *Spanish National Honors Society*
- *Published in Carmel Harbinger 2016-2017*

CERTIFICATES AND CERTIFICATIONS

Certificates Awarded by Employee Connections, Inc., NFP

Waukegan, Illinois
June 2020

- Social Media Etiquette Certificate
- Interpersonal Communication Certificate
- Conflict Resolution Certificate
- Diversity & Inclusion Certificate

State of Illinois Employment Advancement

- Illinois WorkNet Employment 101 Certificate

VOLUNTEER EXPERIENCE

Best Buddies

Peer Buddy

- *Selected from applicants to be paired with special needs individual*

Lake County State's Attorney's Youth Advisory Board

- *Designed and presented anti-bullying campaign to school students*

Nicasa Teen Court

Service Member

- *Mentored juvenile offenders of misdemeanor crimes*

Chestnut Hill, MA
2018-present

Waukegan, IL
2017-2018

Round Lake, IL
September 2013-2018

St. Paul the Apostle

Sunday School Assistant

Gurnee, IL
September 2013-2015

JOB EXPERIENCE

Lake County State's Attorney's Office

Summer Intern

Waukegan, IL
2020

Grayslake Park District, Aquatic Center

Swim Lessons Supervisor, Swim Instructor

Grayslake, IL
May 2015-August 2019

REFERENCES

References are available upon request.