

CASEY L. NICHOLS

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2015
Major: Human Resource Management

Selected Courses:

Power, Influence and Negotiation	Macroeconomics
Mathematical Patterns	Marketing Management

ACTIVITIES:

- Member, Habitat for Humanity, Fall 2011 - Present
- Volunteer, Philadelphia Marathon, November 2013
- Runner, Susan G. Komen 5k, April 2012

EXPERIENCE: BOROUGH OF QUAKERTOWN, Quakertown, PA March 2011 – Present
Summer Camp Counselor, K.I.D.S. Program

- Provide group leadership and supervision to 200 children ages 7-13 for a recreational summer camp.
- Collaborate with a team of 20 counselors to plan family- and kid-friendly events during the summer season.
- Administer first aid and CPR on camp-goers while following medical procedures, when needed.

TEMPLE UNIVERSITY, Philadelphia, PA September 2013 – Present
Student Librarian

- Gather, sort, shelve and organize up to 200 books and journals daily on Temple University's main campus' library.
- Locate books for patrons and help them navigate through the three story library.
- Deliver books between the main library and an overflow library using a hand cart.

BJ'S WHOLESALE CLUB, Quakertown, PA October 2009 – August 2011
Cashier

- Verified memberships, scanned merchandise and accepted various forms of tender at a well-known wholesale company.
- Handled merchandise exchanges and returns.
- Maintained a clean work environment by abiding to company health and cleaning procedures.

SKILLS:

- Microsoft Word, PowerPoint, Excel
- CPR Certified, June 2013
- First-Aid Certified, June 2013