**Adam Grant**

agrant2@illinois.edu・(123) 456-7890・www.linkedin.com/in/adam-grant

**EDUCATION**

**University of Illinois at Urbana-Champaign** Champaign, IL

*Bachelor of Science, Undeclared, Gies College of Business* Expected Graduation: May 2023

**Hinsdale Central High School** Hinsdale, IL

*GPA: 3.86/4.00* Graduation: May 2019

**PROFESSIONAL EXPERIENCE**

**Taco Bell** Darien, IL

*Shift Lead Manager* May 2019 – August 2019

* Managed five closing shifts per week by counting inventory, recording sales, and securing proper lockdown
* Managed daily schedules for cleaning, food prep, and service to ensure quality results

*Team Trainer* July 2017 – May 2019

* Trained 20+ total employees on company conduct, audit procedures, and effective customer service
* Motivated crew members to generate $2000+ revenues in customer orders per shift

**Salt Creek Club** Hinsdale, IL

*Summer Lifeguard* May 2017 – August 2017

* Completed lifeguard certification training and applied new skills to improve patron safety
* Earned distinction of ‘top guard’ for instructing three different levels of swim lessons

**INVOLVEMENT**

**Beta Alpha Psi Business Honor Society** Champaign, IL

*Member* August 2019 – Present

* Attend workshops to develop professional skills such as interviewing and networking
* Collaborate eight team members to organize, film, and edit videos about active members

**Business Professionals of America** Hinsdale, IL

*Social Chair* September 2018 – April 2019

* Strategized and presented creative solutions for micro-business consulting cases in a four-person team
* Planned weekly social events for members to foster community and engagement

**Scholastic Bowl** Hinsdale, IL

*Varsity Captain* September 2016 – April 2019

* Led five varsity players to compete against other IHSA and out-of-state schools
* Coached 10+ new team members twice a week on topics such as science, history, literature, and the arts

**HONORS & SKILLS**

Academic Honors: Illinois State Scholar (May 2019), National AP Scholar (May 2019)

Language Skills: Spanish (Fluent), French (Functional)