Avery Tollefson

(763) 954-9107 | averyjaetollefson@gmail.com | linkedin.com/in/averytollefson

SUMMARY/CAREER OBJECTIVE:

Junior in college looking to work in an environment where I can add value by problem-solving and caring for others through serving in a community that allows for personal interaction and challenges my analytical skills.

EDUCATION:

Texas Christian University: Neeley School of Business - GPA: 3.7   **Fort Worth,TX**
Major: Supply Chain Operations & Business Management   Graduation Date: 2025
Southwest Christian High School - GPA: 3.8   **Chaska, MN**
College Preparatory School   May, 2021

RELEVANT EXPERIENCE:

Pompadour Salon   **Minneapolis, MN**
Process Internship   *May 2023-August 2023*
- Hired, organized, and streamlined financial operations while attending budget meetings and assisting in opening a new salon.

Colita   **Minneapolis, MN**
Host and Server   *May 2021-August 2023*
- Skillfully managed table turnover and telephone inquiries simultaneously to create a positive guest experience.

Arthur Hill   **Minneapolis, MN**
Peer Editor   *September 2019-May 2020*
- Proofread and edited Carlson School of Business professor, Dr. Art Hill's book "Managing Me"

VOLUNTEER:

Leukemia and Lymphoma Society Student of the Year Contest:
- Co-Raised over $150,000 in memory of a soccer teammate, which funded two research grants.

Barnabas and Scheduled Church Child Care Ministry:
- Supervised, fed, and taught young children some of which have had serious disabilities.

Chair of Service Committee:
- Serving the community through food drives, Operation Christmas Child, and new family assistance.

ACTIVITIES:

- Supply Chain and Innovation Club	*2022-Present*
- Gamma Phi Beta Sorority	*2022-Present*
- Delta Sigma Pi Business Fraternity	*2021-Present*
- Business Information Systems Digital Transformation	*2022*
- Southwest Student Council Board Member	*2018-2021*
- Southwest Christian Varsity Soccer Captain	*2019-2021*

CERTIFICATIONS & TECHNICAL SKILLS

Skills: SQL, Tableau, Microsoft Teams, and Adobe Photoshop
Certifications: Microsoft, Excel, Powerpoint