

Klaraleigh Sanders-Mikkelson

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OBJECTIVE

A student seeking a job in Education to apply my undergraduate studies in English and History.

EDUCATION

St. Norbert's College, De Pere, WI

May 2026

- Member of Theta Phi Alpha Sorority
- Major: *English* Minor: *History*

INTERSHIP

Press Time, Green Bay, WI

Feb.- Apr. 2024

Editor and Writer

- Wrote stories for the newspaper on local events
- Edited stories that were written by other reporters

WORK EXPERIENCE

Woodman's, Onalaska, WI

March-April 2020

Temp

- Helped the store during COVID, while they were so busy

YMCA, Green Bay, WI

Feb.-April 2023

Supervisor

- Taught students fundamental skills like math and nature
- Helped students with their homework, while making sure they did it by themselves.
- Gathered equipment that we needed for activities

Moka, Onalaska, WI

May 2023- present

Barista

- Assisted coworkers to make drinks as fast as possible so they were out to customers in a quick fashion
- Listened to customer's orders well to make sure their drinks were made correctly

Shift Lead

- Managed the drawer at the end of the night to calculate how much was made that day
- Trained new staff on how to take orders, make drinks, and how to clean the store

Visual and Performing Arts, St. Norbert, De Pere, WI

Sept. 2023- present

Lead

- Leading events for the theater
- Teaching others how to run events
- Operating a lightboard, and supplying a group on campus with beautiful lights

Ed's Cafe, St. Norbert, De Pere, WI

Jan. 2025- present

Barista

- Listening to customer's orders well to make drinks are made correctly
- Creating a positive environment for students and staff

ACTIVITIES

Theta Phi Alpha, De Pere, WI

Sept. 2022-present

Risk Manager

- Kept personal health information about sisters confidential

New Member Educator

- Educated new members on the history and protocols of the fraternity

Sisterhood

- Arranged fun events to further the sisterhood between members

SKILLS

Language Skills: French (proficient), Latin (proficient), Welsh (studying)

Technical Skills: ETC Ion Xe Lightboard (intermediate)