

Valerie Thornton

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EDUCATION

BS in Recreation Management
Brigham Young University - Idaho

Apr 2022
Rexburg, ID

- Minor in Communication
- 3.7 GPA
- Received multiple academic scholarships

WORK EXPERIENCE

Crew Member/Supervisor
Arctic Circle

Aug 2018 – Present
Idaho Falls, ID

- Prepared high-volume food orders for hundreds of customers a day
- Ensured customer satisfaction through ability to assess and meet customer needs when issues arose
- Supervised 8 employees daily and organized work schedules for entire 24-person crew
- Maintained quality of food orders through efficient multi-tasking and adapting well under pressure
- Obtained food handler's permit and enforced standards with employee trainees

Catering Assistant/Server
Utah State University Cafeteria & Catering Services

May 2018 – Aug 2018
Logan, UT

- Demonstrated precision while preparing trays of bakery items for daily events and serving lunch menu items to hundreds of college students daily

Supervisor/Server
Red Rock Ranch

Summers 2016 & 2017
Kelly, WY

- Promoted to housekeeping manager as a result of conscientiousness and dependability
- Oriented 5-8 new employees each month and tracked laundry inventory
- Provided accurate and friendly service to guests while attending to customer food needs for breakfast, lunch, and dinner

Craft Designer
Thompson Crafts and Frame

Aug 2016 – May 2017
Logan, UT

- Increased department revenue through creation of appealing craft items for customer displays
- Maintained organization of store while tracking and shelving thousands of dollars of inventory daily

VOLUNTEER EXPERIENCE

Full-time Volunteer Representative
The Church of Jesus Christ of Latter-day Saints

Aug 2011 – Feb 2012
Jackson, MS

- Connected effectively with youth, adults, and elderly persons from diverse backgrounds, while teaching daily life improvement lessons and serving in community
- Planned and taught at weekly meetings for groups of up to 15 volunteers on ethics, communication, teaching skills, and achievement of goals