Thomasjones1234@gmail.com

Thomas Jones

EXTRA-CURRICULAR ACTIVITIES

* Co-Captain of Adrian High School Football Team-2018-2019
* Vice President of Adrian High School Student Council-2018
* LISD TECH Center National Technical Honor Society Member-2019
* Adrian High School National Honor Society Member-2019
* Adrian High School Fiddler on the Roof Production Cast Member-2018
* LINK Crew Member-High school Mentoring Program-2017-2019

LISD TECH CENTER EXELLENCE AWARD

Top Overall Student

2019

WORK HABITS AWARD

2nd Quarter Recipient

*2019*

HONOR ROLL

Adrian High School Honor Roll- 3.25 G.P.A

2019

ACHIEVEMENTS

* American Red Cross CPR & First Aid
* WorkKeys Workplace Readiness
* Precision Exams-Health Sciences Introduction-78%

CERTIFICATIONS

TECHNICAL

* Medical Terminology
* Vital Signs
* Patient Rights
* Anatomy & Physiology
* CPR

TRANSFERABLE

* Teamwork
* Communication
* Time Management
* Leadership
* CPR

HABITAT FOR HUMANITY RESTORE

Volunteer Assistant/ Adrian, MI/ December 2019

* Helped assemble shelving units to house clothing for Lenawee Urban Exchange clothing program
* Assisted in the organization of clothing items by dividing them into separate compartments, folding them, and putting on shelves.

CHARLOTTE STEPHENSON MANOR

Volunteer Assistant/ Adrian, MI/ March 2019

* Researched, designed, and produced decorations for the Winter Wonderland event.
* Communicated with 5 guests by asking them questions about their life and socializing with other guests and workers.

VOLUNTEER EXPERIENCE

SANDWICH ARTIST */ 2018-PRESENT*

Subway*523 N. Main St., Adrian, MI 49221*

* Engage, listen, and assemble a variety of sandwiches, wraps, and salads, utilizing Subway Corporation portion guidelines to meet the customer’s needs.
* Communicate with manager to determine par levels of ingredients and complete prep tasks in a safe manner.
* Assist in the overall customer service experience through the handling of money and ensuring customers are satisfied.
* Work in collaboration with other employees to ensure the operation complies with the local Health Department.

WORK EXPERIENCE

Student with two years of intensive hands-on education in the Heath Care Careers program at the LISD TECH Center. Demonstrated proficient levels of understanding in safety standards, patient rights, health care equipment identification, teamwork, and patient needs including taking patient vital signs under the supervision of instructor.

PROFILE

SKILLS

1234 Park Ave Adrian, MI 49221

+1 (123) 456 1234

ADRIAN HIGH SCHOOL

785 Riverside Ave., Adrian, MI 49221

*Graduation Pending, June 2020*

AP English Language & Composition

AP US History

LISD TECH Center

1372 N. Main St., Adrian, MI 49221

Health Care Careers

*2019-2020*

EDUCATION