

Charlotte Greer
greercharlotte3@gmail.com

EDUCATION

Gettysburg College, Gettysburg, PA
Bachelor of Arts Degree Expected May 2022
Major: Sociology
Minor: Anthropology
Dean's Honor List: Spring 2020, Spring 2021, Fall 2021
Academic Honors: Order of Omega Honor Society
GPA: 3.46

EXPERIENCE

Promly Senior Intern, Madison, NJ

June 2021 - Present

- Helped design the Promly app, created social media posts, wrote articles and recorded podcasts for the Promly Garden

Pine Acres Rehabilitation Center Front Desk Receptionist, Madison, NJ

May 2020 - August 2020

- Answered the phones, scheduled visitations for residents, filed medical documents, organized medical supply shipments

Ossino's Market Deli Associate, Madison, NJ

May 2019 - August 2019

- Assisted and greeted customers, stocked shipments upon arrival, prepared customer orders

Anais Boutique Assistant Manager, Summit, NJ

September 2015 - April 2017

- Opened and closed the store, managed inventory, greeted customers

Nanny, Summit, NJ

June 2014 - Present

- Supervise children, drive them to sports, cook healthy meals, oversee homework

ACTIVITIES

Delta Gamma, Gettysburg, PA

- Director of Funds (January 2020 - August 2020)
- Director of Continuous Recruitment and Retention (June 2021 - December 2021)

Club Field Hockey/Floor Hockey, Gettysburg, PA

- Club Member, (September 2018 - January 2019)

Captain of Summit High School Field Hockey, Summit, NJ

- Team Captain (August 2017 - November 2017)

Captain of Summit High School Swimming, Summit, NJ

- Team Captain (November 2017 - March 2018)

Relay for Life, Berkeley Heights, NJ

- Team Captain (March 2016 - June 2016) - Created a team with 20+ people in honor of my mother and raised over \$7,000

Community Service Trips, Costa Rica, Fiji and Tanzania

- Helped rebuild schools and communities (July 2014, June-July 2015, July 2016)

Skills

Leadership experience, effective communicator, organized, digital portfolio experience, great time management