

Rafeal K. Elliott

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OBJECTIVE

Seeking a position where I can launch my career utilizing my education and expertise.

PROFILE

Strong student leader with over two years of administrative experience. Dedicated and dependable individual, quick learner who is open to change. Organized and able to prioritize tasks. Team player who is able to work in diverse environments. Strong problem solving ability.

EDUCATION

Bachelor of Science in Biology, minor in Chemistry, December 2013
Colorado State University-Pueblo, Pueblo, Colorado
Dean's List Spring 2009, Fall 2009, GPA 3.0

WORK EXPERIENCE

Chief of Staff, Associated Students' Government (ASG) August 2013-December 2013
Colorado State University-Pueblo, Pueblo, CO

- Completed tasks to aid the accomplishment of goals and initiatives as they related to the Associated Students' Government and all offices within it.
- Supervised entry level staff.

Vice President, Associated Students' Government (ASG) April 2011-May 2013
Colorado State University-Pueblo, Pueblo, CO

- Provided leadership and advocacy serving a student population of over 4,500.
- Chaired of Student Fee Governing Board, oversaw \$8Million in mandatory student fees.
- Sat on a number of University Committees to ensure the student voice was well considered.

Host/Busser, Olive Garden August 2010-July 2011
Pueblo, CO

- Ensured exceptional guest service to over 100 guests per shift.

LEADERSHIP ACTIVITIES AND INVOLVEMENT

Member, Tri Beta Biology Club
Member, Black Student Organization
Member, Christian Challenge
Member, Brothers of Distinction
Member, Fellowship of the Christian Athletes

SKILLS

Computer proficient in MS Office, Excel, some proficiency in Spanish Language