

Ivana Z. Warrior

Conway, AR | 501-111-1111 | warriorIZ@hendrix.edu

Objective

Seeking forest ecology internship involving lab research. Fast-learning biology student with extensive lab experience through advanced-level biology coursework. Highly competent in algae and fungi species, plant physiology, phycology, and botany. Enjoy challenges and working long hours in the lab.

Education

Hendrix College - Conway, AR Expected May 2013

Bachelor of Arts in Biology, Minor in French
Overall GPA: 3.4/ Major GPA: 3.9
Dean's List: Fall 2009, Fall 2010, Spring 2011

Vesalius College, Vrije Universiteit Brussel—Brussels, Belgium Spring 2012

Relevant coursework: Natural History of Afro-Eurasia

Middleton High School – Orangeville, CA May 2009

Valedictorian; Tennis State Champion 2008
GPA 4.0

Experience

The Nature Conservancy, Land Stewardship Intern (Little Rock, AR), Summer 2011

Assisted with data collection during field work; entered plant and animal species data; coordinated volunteers to nature preserves; answered phones and assisted with general office upkeep.

Forest Service, Forest Ranger Assistant (Forest Town, CA), Summer 2010

Worked alongside head forest ranger; assisted with controlled burns; collected data regarding forest health; researched independently and presented to staff on contemporary issues facing the Pinus echinata.

Leadership

Environmental Concerns Committee, Events Coordinator (Hendrix College), Fall 2009-present

Brainstorm event ideas; manage budgets and timelines, and delegate tasks to committee members; ensure refreshments are purchased from local, organic sources; coordinate lectures and documentary screenings.

Office of Student Activities, Orientation Leader (Hendrix College), Fall 2010

Led group of 20 first-year students on canoe trip on Buffalo River; coordinated transportation, lodging, and meals.

Volunteer Work

Women's Shelter of Central Arkansas, Volunteer Chef (Conway, AR), Fall 2009-Spring 2011

Cooked every Saturday night for residents; prepared and organized fundraiser dinner for 30; raised \$300.

Habitat for Humanity, Volunteer (New Orleans, LA), Spring Break 2010

Assisted with cleanup efforts post-Hurricane Katrina at three residential locations.

Big Brothers Big Sisters of North Central Arkansas, Big Sister (Conway, AR), Fall 2009

Tutored 5th grade students in math for two hours every Friday afternoon.

Activities

Biological Society (Hendrix College), Spring 2010-present

Tennis Team (Hendrix College), Fall 2009-present

Captain (2010-present); Letterman (2009-present); SCAC Academic Honor Roll (2009, 2011)

Skills

Languages: Fluent in French **Computer:** SPSS Statistics Program Proficiency

Certifications: CPR, First Aid

Henry D. Hardin

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Education

Master of Arts in Southern Studies, University of Mississippi (Oxford MS) Expected May 2012

Bachelor of Arts in American Studies, Hendrix College (Conway, AR) May 2010

Academic Scholarship, United Methodist Youth Fellowship Leadership Scholarship
Odyssey Distinction and Award Recipient

Study Abroad, Bodo University College (Bodo, Norway) Fall 2008

Work Experience

Circulation Manager, Living Blues Magazine, University of Mississippi (Oxford, MS)

August 2011-Present

- Keep records of subscribers
- Renew and update subscriptions
- Answer phones
- Help digitize magazine

Intern, Living Blues Magazine, University of Mississippi (Oxford, MS)

Spring 2011

- Updated annual blues festival list
- Wrote articles and an album review

Lifeguard, Arkansas Governor's School (Conway, AR)

Summers 2008- 2010

- Administered first aid
- Assisted with office duties during orientation

Lifeguard and Swimming Instructor, Healthworks Fitness Center (El Dorado, AR)

April 2006 May 2008

- Administered first aid
- Ensured pool and facility cleanliness
- Assisted with office duties during summer
- Coached children ages 4-16 from beginner to competitive swimming levels

Campus & Community Involvement

Volunteer, Oxford Film Festival (Oxford, MS)

2011, 2012

Student Athlete, Division III Swimming and Diving Team (Hendrix College)

2007-08, 2010

Tutor, Faulkner County Literacy Council (Conway, AR)

2009

Volunteer, Big Buddy/ Adopt-a-Grandparent Program (Conway, AR)

2007, 2008

Hall Representative, Volunteer Action Committee (Hendrix College)

2006, 2007

Skills

Languages: Studied two years of Spanish

Lola E. Galloway

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Education

Hendrix College (Conway, AR)

Bachelor of Arts in Kinesiology----Expected May 2012; GPA 3.55

Arkansas Secondary Teacher Licensure in Health and Physical Education

- **Dean's List:** Spring 2010, Spring 2011, Fall 2012; on course to graduate with distinction

Har-Ber High School (Springdale, AR), May 2008

Teaching Experience

Student Teacher, Bob Courtway Middle School (Conway, AR)

October 2011- December 2011

- Worked in 7th and 8th grade Health and Physical Education classrooms for eight weeks, creating lesson and unit plans
- Assumed full responsibility of the classrooms for four weeks, collaborating with host teachers and other faculty to determine curriculum and teaching methods for specific classes and students

Student Teacher, Conway High School (Conway, AR)

August 2011-October 2011

- Constructed several lesson plans covering a variety of subject matter in both Health and Physical Education

Leadership Experience and Honors

Baseball Delegate, Hendrix College Student Athletic Advisory Committee (Conway, AR)

August 2011-Present

- Selected to represent baseball team on committee that provides a communications link between athletes and the athletic administration through meetings with the College's athletic director

Starting Catcher, Hendrix College Baseball Team (Conway, AR)

August 2008-Present

- Four-year Letterman
- Three-times Southern Collegiate Athletic Conference (SCAC) All-Academic Honor Roll
- 2011 SCAC Runner-up
- 2009 SCAC Champion-first men's championship in the history of College, since joining Division III

Community Service

Volunteer, Bethlehem House (Conway, AR)

February 2012-Present

- Organize and stock the food pantry; assist workers with answering the phone and handing out food boxes

Tutor, Menifee Community Center (Menifee, AR)

October 2011-January 2012

- Utilized and strengthened teaching skills while tutoring elementary and high school students

Assistant Coach, Conway High School (Conway, AR)

October 2011- November 2012

- Assisted with pre-race setup and post-race teardown; aided in the care of runners before and after the race

Jane Raney

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Education

Hendrix College--Conway, AR

Master of Arts in Accounting

Expected May 2013

Bachelor of Arts in Economics and Business

May 2012

Minor in International Business

GPA: 3.3/4.0

East China University of Science and Technology—Shanghai, China

School of Business

Business and Mandarin Chinese through ECUST's MBA Program

Fall 2010

Professional Experience

Arkansas Educational Network—Conway, AR

Financial Administrative Intern

May 2012-August 2012

- Reconciled funds and bank accounts with transactions totaling up to \$750,000 monthly, and processed payables with over \$37,000 in transactions monthly
- Trained in and worked with both foundation/non-profit and state accounting software
- Prepared financial reports such as the CAFR
- Processed inventory updates of fixed assets and took physical inventory

Vector Marketing—Conway, AR

Sales Representative

May 2009- July 2012

- Called potential clients to schedule appointments, gave demonstrations of CUTCO products
- Completed order forms, maintained file of references, attended team meetings

Hendrix Post Office—Conway, AR

Postal Clerk

January 2009- May 2012

- Sorted and distributed mail, maintained incoming packages log
- Performed basic customer service duties

Mid-South Community College—West Memphis, AR

Math Facilitatory (Structured Learning Assistance)

Summer 2010

- Organized and facilitated daily SLA workshops for Intermediate and College Algebra
- Clarified course concepts, incorporated study skills, generated notes for course, and kept workshop records

Leadership Activities

Chair, MyLine (student-run informational and help hotline)

President, Students for Black Culture

Raney Hall Representative, Campus Kitty (annual campus-wide fundraising organization)

Dance Team Instructor, Boys and Girls Club of Faulkner County

Big Buddy Mentor, Ida Burns Elementary School

Skills

Languages: three years of Spanish; two years of Mandarin Chinese

Software: AASIS; Peachtree; Microsoft Word, Excel, Access, PowerPoint, and Publisher

References

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