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| aMb qualifications summary Honor Roll high school student with a passion for Computer Technology. Certification in MS Office 2013. Excellent communication and organization skills. Extensive experience working in the fast food industry. Outstanding leadership skills working with my local chapter of Future Business Leaders of America. Computer Skills  * Type:30 WPM * Proficient in Microsoft Office: Word, PowerPoint and Excel 2016 * Prospective Candidate for MS Office Certification Specialist in PowerPoint 2016 | |  | | --- | | angela M. blake 150 West Moore Drive, Jonesboro, GA 30236• (Cell) 770-244-5566 angelamblake@yahoo.com |  Experience**Six Flag Over Georgia,** **Austell, GA May 2015 – August 2015****Food Service Agent**  * Filling condiment dispensers * Operating soda machines * Preparing food, cooking food.  **Ms. Elisha Doe’s Family Riverdale, GA May/2013- August /2013****Babysitter**  * Bathed, dressed and feed two infants * Changed diapers * Took complete responsibility of children in the absence of parents  Education**2012-Present Jonesboro High School Jonesboro GA** Senior, Candidate for Graduation May 2019GPA: 3.0 **Honors/Awards**  Honor Roll 2013-2015 Leadership and service  |  | | --- | | **Extra-Curricular Activities** | | JHS Beta Club 2012-Present  JHS FBLA 2012-Present  JHS Student Leadership Ambassador 2014-Present volunteer/community service JHS Clayton County Food Drive 11/2012  JHS March of Dimes 3/2013 | |
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