

# HUNTER REILLY

DOB 12 / 18 / 2000

1911 State St La Crosse, Wi 54601 | 608-501-7652 | Hreilly70@gmail.com

## Career Objective

Utilize administrative and human resource abilities to support a non-profit's operations.

## Education

UW-La Crosse '23 | Major – Management | Minor – Professional writing

## Skills Summary

Diligent Patient Logical problem solver Organized Ethics orientated Inclusive

## Job Experience

**Prairie Woods Golf Course** 12601 E County Rd A Avalon Wi | May 21'-August 21'

Maintained and mowed golf course greens. Repaired irrigation system leaks. Conversed with golfers on the course to hear their golf experience and any concerns of the course.

**Qdoba** 127 3<sup>rd</sup> St La Crosse Wi | November 20'- January 21'

**Jimmy Johns** 1420 Losey Blvd La Crosse Wi | June 20'- August 20'

**Rocket Realty & Property Management** 1360 Excalibur Dr Janesville WI | May 19'-Jan 20'

Managed properties throughout southern Wisconsin. Prospected new investors. Coordinated property labor. Reviewed and enhanced operation procedure. Used CRM program AppFolio. Showed prospective tenants' properties. Photographed and posted rental listings.

**Stark Company Realtors** 2980 Arapaho Dr Fitchburg | Feb 19' – May 19'

Licensed realtor. Completed 10-day Ninja Selling training course. Additional individualized sales training. Learned to network clients and create personal brand. Conducted market research.

**Anchor inn** 718 Wi 59 Edgerton Wi | October 18' – January 19'

Barback. Worked with other bartenders as a team to keep the bar running efficiently. Prepared banquet room for performances. Served tables making sure the customer receives their food and drink. Making sure the customer experience is positive and worthwhile.

**Fontana Flavors** 2342 Fulton St Janesville Wi | June 18' – August 18'

Mixed up to 20,000lbs/day of ingredients to be packaged with a team of 3. Cleaned equipment to quality control standards. Filled out quality assurance reports for safety department.

**Blue Gilles** 621 Wi-59 Edgerton Wi | January 17' – June 18'

Dishwasher/Bussed tables