

Michelle Nicole Tam

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OBJECTIVE

To obtain an Animal Science internship that will help me develop skill in animal care, animal welfare, and teamwork ability.

EDUCATION

Bachelor of Science in Agriculture

Texas A&M University-Kingsville

Graduation Date: Dec 2008

EXPERIENCE

Work-Study

College of Engineering, Texas A&M University-Kingsville, TX

Sep 2005-Jan 2006

- Typed correspondence, reports, forms, memos, etc.
- Received visitors
- Answered routine inquires and performed standard assistance
- Answered telephone, transferred calls, took messages, and scheduled appointments
- Assisted students with class schedules
- Made copies for faculty

Sales Associate

Mary-Kay Cosmetics

2005-Present

Started own business selling Cosmetics.

Waitress

Walt-Disney World, Orlando, FL

January 2005-August 2005(Internship)

Began as waitress in Animal Kingdom Restaurant (Tuskers), advanced to food preparation. Responsible for seating guests, assist patrons as needed.

Cashier

PetSmart, Corpus Christi, Texas

June2004-December 2005

Assisted pet owners with pet products and check out.

Summer Employee

Aqualon, Kenedy, Texas

May 2001-September 2002

Began as full time summer personal assistant, moved to outside jobs (part-time). Responsible for cleaning, sanitizing, and palletizing

ACTIVITIES, HONORS AND VOLUNTEER EXPERIENCE

Kingsville Animal Shelter: Texas A&M University-Kingsville

October 2005-Present

- Walked dogs
- Provided water and food
- Cleaned cages
- Folded and washed towels

Future Farmers of America Society, Member, Kenedy, Texas, 1997-2001

4-H, Treasure, Kenedy, Texas , 1997-2001

Minorities in Agriculture and Natural Related Sciences Club, Member, Texas A&M University Kingsville, October 2005-Present

ADDITIONAL SKILLS

- Microsoft Office
- Windows 95-XP