

## **Caitlyn M. Heckman**

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### **Objective**

Hardworking student (3.9/4.0 GPA), great leadership skills, and perfect attendance. Seeking to acquire an internship with a CPA. I am very well organized, great with numbers, I pay attention to details, and I will make sure that I only do things that will help improve the company.

### **Education**

#### **Tina-Avalon R-II High School, Tina, MO**

**2017 Graduate**

A-Honor Roll, 3.918 GPA

Program of Study: Business

### **Work Experience**

#### **Koehler Home Sales**

**2014-Current**

I assisted in shingling or putting a ridge cap on a roof, putting a house on a basement or piers.

I also carried supplies to and from the job site.

#### **Tina-Avalon R-II School**

July 2016-August 2016

I helped paint softball bleachers, classrooms, and music stands. I also moved furniture into classrooms.

### **Extracurricular Activities**

#### **Basketball**

2013-2016

#### **Cheerleading**

2013-2016

2nd Place All-Conference Squad, 2nd Team All-Conference Cheerleader (2016)

3rd Place All-Conference Squad (2015)

2nd Place All-Conference Squad (2014)

#### **Softball**

2013-2016

#### **Future Business Leaders of America (FBLA)**

2013-2016

Chapter Reporter (2015)

Chapter Director of Fundraising (2014)

District Contest:

Graphic Design, Webpage Design (2015)

Business Ethics (2014)

Introduction to Parliamentary Procedure (2013)

State Contest:

Webpage Design (2015)

Introduction to Parliamentary Procedure (2013)

#### **Family, Career and Community Leaders of America (FCCLA)**

2011-2016

Chapter Reporter (2014)

#### **FFA**

Chapter President (2015)

Chapter Assistant Officer (2014)

District Contest:

Farm Management, Nursery Landscape (2015)

Forestry (2014)

Grasslands (2013)

State Contest:

Forestry (2014)

Grasslands (2013)

### **References**

Available Upon Request