

Emily Carter

Food Bank Volunteer

Houston, TX 98765

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High school student with strong experience in volunteering, event planning, and customer service through school clubs and community activities.

Volunteer Experience

Food Bank Volunteer

Houston Community Food Bank, Houston, TX

September 2023 - Present

- Help pack and distribute food to over 500 families weekly
- Coordinate volunteer groups to improve efficiency and reduce wait times
- Assist with organizing donations and tracking inventory

Student Council Member

Springfield High School, Houston, TX

August 2022 - Present

- Planned school events and fundraisers, raising over \$2,000 for student programs
- Collaborate with teachers and students to improve school policies
- Developed strong public speaking skills through event presentations

Education

Springfield High School, Houston, TX | Graduation expected June 2025

Key Skills

Customer service



Task prioritization



Team collaboration



Time management



Group leadership



Microsoft Office
(Word, PowerPoint,
Excel)

