# Giles A. Avant

10154 Outer Dr W. · Detroit, MI 48223
(475) 234 - 8786 · gilesavant@gmail.com

## SKILLS

- MOUS Certified in Word and PowerPoint.
- Professional Website Creation
- Wordpress
- Graphic Design
- Adobe Creative Suite
- Hardworking
- Quick Learner
- Outgoing

## EDUCATION

**Western Michigan University,** Kalamazoo, Michigan
(2019- 2020)
Career Pathway: Entrepreneurship
Relevant Courses: Intro to Business Composition Analysis, Business Prep For Transfer Students

**Eastern Michigan University,** Ypsilanti, Michigan
(2016-2017)
Career Pathway: Marketing
Relevant Courses: Acting, Business Ethics

**Harrison High School**, Farmington Hills, Michigan
High School Diploma (2016)
Career Pathway: Music Production
Relevant Courses: Marketing, School- Based Enterprise, Graphic Design

## EXTRACURRICULAR ACTIVITIES

- JV Golf– Harrison High School (2012-2013)
- Model UN – Harrison High School (2012-2013)
- Track and Field–MacArthur K-8 Academy (2007-2009)
- Young Men's Leadership Academy (2015-2016)

## HONORS & AWARDS

- President's Award (2007-2009)
- Young Men's Leadership Mentor (2015-2016)
- Collegiate Scholar (2016-Present)

## WORK EXPERIENCE

**BUSINESS NAME** - CVS
11/2021–Present
Position: Shift Manager

Responsibilities: My responsibilities at CVS included; delegating responsibilities to employees, coordinating with senior staff to make sure everything is taken care of, dealing with upset customers, picking and packing over 100 orders a night, managing and counting money, coordinating with vendors and ordering stock and merchandise and using a POS system to ring in items.

**BUSINESS NAME** - BD's Mongolian Grill 10/2018-2020
Position: Host, Griller and Kitchen Worker
Responsibilities: My responsibilities at BD's Mongolian Grill included; greeting guests and bussing tables, grilling food and cleaning the equipment, and refilling the market area and salad bar and cleaning the equipment.

**BUSINESS NAME** - Noodles And Company 4/2017-2017
Position: Saute Cook
Responsibilities: My responsibilities at Noodles And Company included; preparing ingredients for dishes, cooking dishes and cleaning the equipment.

## VOLUNTEER EXPERIENCE

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**SOUP KITCHEN** 4/2015
Soup Kitchen Volunteer

**BUDDIES**
Assisted with physically and mentally handicapped students 2015 - 2016

**FORT CUSTER CEMETERY CLEAN UP**
Helped with cleaning up gravestones at Fort Custer Cemetery 3/2020

**REFERENCES**

AVAILABLE UPON REQUEST

# Giles A. Avant

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**REFERENCE LIST**

| | | |
|---|---|---|
| Robert Janik | Jeremy Robinson | Nina Merget |
| Caddie Master | Economics Teacher | Marketing Teacher |
| Franklin Hills CC | Harrison High School | Harrison High School |
| 31675 Inkster Road | 29995 W. Twelve Mile | 29995 W. Twelve Mile |
| Franklin, Michigan 48025 | Farmington Hills, Michigan 48334 | Farmington Hills, Michigan 48334 |
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