

# NANCY PHILLIPS

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## EDUCATION

Miami University, Oxford, OH

Expected Graduation: May 20XX

Bachelor of Science in Kinesiology and Health

Major: Nutrition, Concentration: Dietetics

GPA: 3.68/4.00, Dean's List, three semesters

January 20XX – Present

## RELATED EXPERIENCE

The National Association Of College & University Food Services (NACUFS)

Summer 20XX

Intern, *University of Richmond*

- Planned and implemented a recognition luncheon for 50 faculty and staff members on campus.
- Completed weekly rotations and learned principles of quantity food purchasing, inventory, sanitation, food production, catering, and retail operations.
- Organized and created current nutrition discussion sessions for topics such as organics and sustainability for university staff members and developed handouts using InDesign.

As We Knead

Summers 20XX and 20XX

Line Cook, *Cincinnati, OH*

- Developed knowledge of food, food preparation, and food service operation.
- Sharpened cooking skills by assisting in preparation of classic and trendy Greek and Mediterranean menu items.
- Assisted in inventory control and supply organization to improve efficiency.

Demske Culinary Support Center

School years 20XX – 20XX

Student Worker, *Miami University*

- Organized and entered food product ingredients in order to develop food allergy awareness program for Miami University students, faculty, and staff.
- Hired and trained 10 student staff in quantity food production.
- Supervised daily operations and safety practices while following proper procedures.

## VOLUNTEER & COMMUNITY EXPERIENCE

Student Academy of Nutrition and Dietetics (SAND)

January 20XX – Present

Member, Publicity Chair, Miami University, *Oxford, OH*

- Plan and facilitate bi-monthly meetings for 60 students with an emphasis on promoting and participating in volunteer activities focusing on nutrition and wellness.

Kramer Elementary School

January 20XX – May 20XX

Volunteer, *Oxford, OH*

- Taught nutrition education to 3<sup>rd</sup> graders.
- Implemented a pilot breakfast program as a part of a team to encourage 100-150 students to eat breakfast.