

Lindsay Vasold
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(919)-867-9780
Asheville, NC

To whom it may concern at West Asheville Family Vet,

I am writing to express my interest for a position offered at West Asheville Family Vet. Currently, I am a college senior looking to gain experience in the veterinary field, as my future aspirations are to attend veterinary school and to create a deeper connection to animals, their care, and their owners. Furthermore, I recognize that I lack the necessary experience in the veterinary field, however I am a quick and efficient learner, and more than eager to be educated on various veterinary practices. Whether it be a receptionist, assistant, or even a cleaner, I am more than willing to learn and do my absolute best.

In my employment history, I have held various management positions and have exceeded expectations consistently. I have experience in customer service and various office duties, such as scheduling appointments, taking payments, general organization of important documents and following necessary procedures. I love to work in a team environment with various individuals to meet a common goal, but I am also efficient in working independently as well.

As I am a college student at the University of North Carolina at Asheville, I have been able to receive a beneficial and useful education that encompasses all aspects of various careers. I believe that my addition to the team would bring a unique perspective to the veterinary field, and as I am a diligent and hard-working individual, my efforts would be impactful and useful to the practice as well as the field.

Thank you for your time and consideration, I look forward to hearing from you.

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SUMMARY OF QUALIFICATIONS

Full-time senior college student seeking part-time employment at a location that aligns with future aspirations in the veterinary field. Looking for opportunities to grow and be educated in existing practices. Having over 5 years in customer service has given me the skills to be prepared for any situation. Excellent at organization, task management, and the ability to learn and retain new information quickly. Upon graduation, I am indenting on applying to veterinary school.

PROFESSIONAL EXPERIENCE

- Ulta Beauty and Salon

Beauty Advisor-Lead Cashier, Multiple Locations in NC (December 2019-present)

Responsible for maintaining positive guest interactions, conducting financial transactions, and handling/ensuring various amounts of money for deposits are correct. Aided in maintaining store cleanliness and safety, particularly throughout the COVID-19 pandemic. Promoted to a leadership position that entails educating coworkers and guests on the latest company policies and expectations regarding transactions, returns, and exchanges, as well as coaching and encouraging other employees to give the guest a great experience. Involved in merchandising, promotional material, organization, and processing shipments in a timely manner. Excelled at product placement and replenishment, store organization, and problem-solving.

- Pelican's Snoballs

Shift Lead, Apex, NC (May-August 2019)

Greeted customers and took their orders, provided recommendations and accurately entered them into the location's system. Responsible for maintaining a clean environment that is up to health standards, preparing orders with accuracy, and accommodating any allergens. Promoted to a leadership position for consistently surpassing expectations. Responsible for opening and closing the store, counting and depositing money, and ensuring the store was locked after hours.

- Goodberry's Frozen Custard

Team Member, Garner, NC (April 2017-August 2018)

Receive and process customer payments, greeted and assisted customers, and prepared orders with accuracy and accommodate allergens when needed. Aided in food preparation and replenished when necessary. Provided a clean and safe environment that is up to food safe and health standards. Safely operated and cleaned equipment.

EDUCATION

- University of North Carolina Asheville, Asheville, NC

Bachelor of Arts in Art History with a minor in Biology (2018-2022)

Anticipated graduation Fall 2022 with honors

- Fuquay-Varina High School, Fuquay-Varina, NC

Graduated with honors and a part of four honor societies, holding various leadership positions within

ADDITIONAL SKILLS

- Multilingual in English, French and German
- Proficient in various computer programs including Microsoft Office, Google Drive, and Adobe
- Excellent customer service skills including patience, active listening, and positive demeanor
- Effective verbal and written communication skills
- Comfortable in a fast-paced environment