

AMANDA ORTIZ-VELAZQUEZ

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Experience

July 2024 – Current

Harkins Theatre

- ❖ Greet guests and ensure good customer service
- ❖ Worked on a cash register
- ❖ Cleaned theatres and maintained a tidy work environment

May 2021 – August 2021

Volunteer, Animal League of Green Valley

- ❖ Cared for animals
- ❖ Handled cleaning enclosures
- ❖ Worked with public about potential adoptions

July 2015 – December 2015

Volunteer, Sahuarita Food Bank

- ❖ Did inventory and helped stock donations
- ❖ Helped public navigate food bank

August 2019 – May 2021

Vice President, String Orchestra at Sahuarita High School

- ❖ Coordinated fundraising events for club
- ❖ Handled voting
- ❖ Ran club meetings and scheduled team meetings

August 2018 – May 2021

Member of National Honor Society

- ❖ Participated in volunteer events
- ❖ Helped fundraise

Education

- ❖ **Northern Arizona University, 2025**
- ❖ **Sahuarita High School, 2021**

Skills

- ❖ **Reliable and Punctual**
- ❖ **Excellent Time Management**
- ❖ **Exceptional Communication skills**
- ❖ **Highly self-motivated**
- ❖ **Organized**