**Emma Rose Harrington**

1200 Carriage Street

Lewiston, ME 04240

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* Fax: 207.555.1112

[erose@info.net](mailto:erose@info.net)

**OBJECTIVE:** To obtain an internship that will give me life experience in the Financial Services Industry

**EDUCATION:** Lewiston High School

Expected Diploma, June 2009

Related Coursework: Computer Applications, Accounting, Personal Finance, Desktop Publishing, Business Economics, International Finance

**WORK** **Shaw’s Supermarket** Summer 2007 – Present

**EXPERIENCE: 125 Post Road**

**Lewiston, ME 04250**

**Bakery Assistant**

**Manage Bake Shop independently**

**Prepare Bake Shop for incoming shift**

**Manage and prepare all bakery merchandise**

**Dunkin’ Donuts** Summer 2004-2007

**575 Post Road**

**Lewiston, ME 04240**

**Counter Clerk**

**Provided excellent customer service**

**Responsible for opening and closing**

**Watch Hill Inn** Summer 2004

**555Watch Hill Road**

**Lewiston, ME 04240**

**Desk Clerk**

**Answered phones**

**Provided efficient check-in/out service**

**COMMUNITY** Teacher Aide, Bradford Elementary School 2005 – Present

**SERVICE:** Soccer Coach, Lewiston Youth Soccer Association

Lewiston Animal Hospital Volunteer

**SKILLS:** Microsoft Office, Italian, Girl Scouts

**REFERENCES:**  Provided upon request