

## Kelsey Tutino

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### Education:

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California State University, Chico

**Bachelor of Science in Nutrition and Food Science**

**May 2012**

Option: **Communication**

**GPA: 3.3**

### Employment:

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**Sierra Cascade Nutrition & Activity Consortium**

**Center for Nutrition & Activity Promotion**

Chico, CA

**Community Nutrition Assistant**

January- May 2012

- Collaborated effectively with team members to develop and implement programs promoting healthy eating and encouraging physical activity for elementary and middle school students
- Developed and delivered nutrition lessons and cooking demonstrations for parents

**Macys**

Concord, CA

**Sales Associate**

June-August 2010

- Provided excellent customer service and cash handling skills in a busy work environment
- Created a stimulating shopping experience for customers by maintaining sales floor appearance
- Maintained open communication between customers and managers to improve the quality of customer service
- Demonstrated leadership and dependability with the responsibility of opening and closing the store

**Encore Gymnastics**

Concord, CA

**Coach**

June 2005-August 2008

- Demonstrated responsibility and organization by creating lesson plans for classes for various ages and skill levels on different apparatuses
- Established trust and a sense of community by openly communicating with parents and students
- Ensured gym safety and equipment use by teaching correct use of equipment and safety rules
- Worked effectively in a team setting by collaborating with other coaches during classes and events

### Volunteer work:

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**OPT for Healthy Living**

Chico, CA

**Intern**

May-August 2011

- Gained experience by participating in outreach activities such as LEAP into Summer Camp, Kids Cooking Camp and Eat Right When Money's Tight classes
- Gained office experience by performing administrative duties independently
- Developed communication and outreach skills by teaching nutrition lessons at WIC

**Enloe Children's Health Center**

Chico, CA

**Volunteer**

January-May 2010

- Demonstrated responsibility by working independently in performing administrative duties in the medical records department, such as: creating and filing patient charts, filing paper work, making appointment reminder phone calls, faxing and copying documents
- Created a welcoming atmosphere by maintaining the patient waiting area
- Gained knowledge and experience about the nursing field by shadowing nurses during shifts
- Maintained patient rooms by restocking supplies

### Skills/Certifications:

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- Proficient in Microsoft Office, including Excel, Word, Powerpoint, Publisher and Outlook
- Familiar with dietary analysis software
- ServSafe Certified
- HACCP Certified