

# Kristi Flagler

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St. Augustine, FL 32084

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## EDUCATION

Bachelor of Arts, Psychology December 20xx  
Political Science Minor  
Flagler College, St. Augustine, FL  
3.9 Overall GPA

## PROFESSIONAL EXPERIENCE

Case Assistant, Psychology Associates, St. Augustine, FL 20xx-Present

- Participate and assist in group therapy sessions for 10-12 attendees
- Manage daily case paperwork for up to 50 clients

Psychology Departmental Assistant, Flagler College 20xx-Present

- Participate in the research process, including design, data collection, and analysis for projects on
  - Employee theft
  - University clinic client profiles
  - Undergraduate and graduate curriculum revisions
  - Behavior analysis
- Contribute to website development, grading papers and setting appointments

Vice President of Administration, Phi Alpha Omega Service Sorority, Flagler College 20xx-20xx

- Monitored and oversaw attendance and dues for 50 members
- Organized annual fundraising event for 200 attendees, totaling \$2,000 in donations to Betty Griffin House

Sales Associate, The Gap Outlet, Inc., St. Augustine, FL 20xx-20xx

- Handled up to \$2,000 in transactions daily for 50 customers on average
- Recognized 3 times as “Associate of the Month” for Florida region

HeadStart Community Service Program Volunteer 20xx  
Mentored 2 8 year old girls

Assistant Manager, The Manor Restaurant, St. Augustine, FL 20xx-20xx

- Trained and scheduled 15 staff members
- Utilize conflict management skills to address and resolve customer concerns
- Promoted from host to waitress, and again to assistant manager over a 5 month period

## ACTIVITIES

Omicron Delta Kappa National Leadership Honor Society 20xx-Present

## HONORS

BellSouth Marketing Award 20xx  
Dean’s List 20xx-20xx  
Dean’s Scholarship 20xx  
Wheat Academic Scholarship 20xx  
Highest GPA Award, Pi Beta Phi New Member Award 20xx

