

# WHITTIER N. BERG

701 Villa Road, Apt. 2-C  
Springfield, OH 45503  
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s05.wberg@wittenberg.edu

## OBJECTIVE

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Seeking a part-time job where I can utilize my writing and communication skills.

## EDUCATION

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Wittenberg University	Springfield, OH	2001 – Present
Major: English	G.P.A.: 3.35	

## SKILLS SUMMARY

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### Writing

- Maintained a 3.79 grade point average in English courses
- Reporter for *The Torch*, the Wittenberg school newspaper
- Article accepted for publication in *Link*, a college magazine

### Communication

- Chair meetings for fraternity social committee
- Made recruitment calls to High School Juniors for Admissions Office (Autumn Semester 2002)
- Assisted in handling consumer complaints (Internship with Division of Consumer Protection, Office of the Attorney General for Ohio; Summer 2002)

### Leadership

- Elected as dormitory representative on student council
- Served as Orientation Assistant during New Student Days, a week-long program for first year students

## EMPLOYMENT HISTORY

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September 2002 – present	Cashier	Waldenbooks
August - May 2001	Sales Associate	Lazarus

## COMMUNITY SERVICE

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Habitat for Humanity (Spring Semester 2003)  
English Tutor at Franklin Middle School (Autumn Semester 2002)

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### REFERENCES

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Mr. Warran T. Checker  
Claims Manager  
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