

SARAH RHINEHART

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ABOUT

Interior design Student pursuing a Bachelors of Science from Oklahoma State University with an interest in residential design.

EDUCATION

2018 - 2023 • Bachelors of Science, Design
Housing and Merchandising: Interior
Design -Oklahoma State University

EXPERIENCE

Guthrie Golf and Country Club 2016-2016

Lead Lifeguard

- Managed a safe and secure 80,000-gallon swimming pool - Balanced and maintained pool chemicals daily
- Provided direct supervision of pool attendees with rules and regulations
- Created and managed pool employee scheduling sheet
- Opened and Closed facilities.

Golf Club of Edmond 2018- Current

ProShop Assistant

- Prepared and ran tournaments.
- Scheduled Teetimes for customers
- Received money and managed daily deposit
- Maintained a clean and organized work environment - Opening and Closing facilities.

Body Billboards 2018- Current

Assistant Office Manager

- Assisted in payroll management
- Directed in appearance improvement
- Image consulting
- Organized and scheduled incoming and outgoing orders - Delivered orders and invoiced customers

Lakeside Memorial Golf Course 2018- Current

ProShop Assistant

- Preparing and running tournaments.
- Scheduling Teetimes for customers
- Receiving money and managing daily deposit
- Maintaining a clean and organized work environment - Opening and Closing facilities.

TECHNICAL SKILLS

AutoCAD



Revit



3D Modeling



Adobe Programs



Microsoft Suite



Hand Rendering

