

Sara Jones

Campus: H 313 Hillside Hall, Bismarck, ND

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**Objective:** I would like to get a job at a company where I will get experience in my desired major.

### Education

High School Diploma, May 2007  
Bismarck High School, Bismarck, ND

B.S., Nursing, May 2011  
University of Mary, Bismarck, ND

### EXPIRIENCE

CNA, Baptist Home, Bismarck, ND (June 2007- May 2008)  
Reason for leaving: Terminated

I was responsible for taking care of my own list of residents. A list normally contained 8 residents. I was in charge of getting them ready in the morning, getting them down for breakfast, taking them to their morning activity, taking them to lunch, and putting down for a nap.

RA, University of Mary, Bismarck, ND (Aug. 2008- present)

While on duty, I had to assist the girls of Hillside Hall with getting cleaning supplies or helping them with different tasks. I made sure that things ran smoothly throughout my shift and that all doors were locked promptly at midnight. When it came to the girls moving in at the beginning of the year, I was in charge of checking them in and bringing them up to their room and to make sure everything was in good condition and working order.

### Honors and Activities

In high school I was a part of the varsity volleyball and track team. I was a member of our Student Council and SADD group. In college, I have been in HSL and a staff member for our paper, *The Summit*. I am an active member of Republicans of Today and I volunteer on the weekends at Planned Parenthood.

**Interests** Golfing, reading, facebook, hiking, listening to music

### References

Mike Jones  
Baptist Home  
255-7605

Susan Jones  
Mother  
250-6637

Molly Smith  
University of Mary  
355-7500