

AI Enhanced resume version 2

Anna Cunningham

Annacunningham1771@gmail.com | (510) 289-4616 LinkedIn:
<https://www.linkedin.com/in/anna-cunningham-8503122b2/>

Education

University of Nevada, Reno

Business Undergraduate — Expected Graduation: June 2029

High School Diploma

Professional Experience

Sofive Soccer Center — Alameda, CA

Lil Kickers Coach | April 2023 – Present

- Delivered structured lessons focused on teamwork and goal-oriented skill building.
- Coordinated schedules, activity plans, and equipment setup to ensure smooth class operations.
- Collaborated with staff and communicated with parents to maintain high service quality.

Sofive Soccer Center — Alameda, CA

Event & Party Host | June 2023 – Present

- Organized and managed children's birthday events, assisting with logistics and group coordination.
- Provided excellent customer service by addressing parent questions and ensuring event satisfaction.
- Maintained a safe, organized environment while leading activities for large groups.

Private Families — Alameda, CA

Babysitter | June 2022 – Present

- Oversaw daily childcare routines while prioritizing safety, organization, and time management.
 - Communicated proactively with parents regarding schedules, expectations, and child needs.
 - Demonstrated reliability, leadership, and problem-solving in a high-trust role.
-

Community Service

- Supported inclusive sports programs for athletes with special needs.
 - Assisted with homework and supervised after-school activities.
 - Managed team operations for the women's soccer team.
 - Mentored incoming freshmen and provided guidance during campus tours.
 - Participated in community outreach through letter writing to elderly residents.
-

Business & Customer Service Skills

- Customer Relationship Management
- Leadership & Team Coordination
- Event Operations
- Communication & Interpersonal Skills
- Time & Task Management
- Problem Solving