

# Bennie J. Ohnnie

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## Education: Bachelor of Arts

Anticipated Graduation: May 20XX

College of St. Benedict, St. Joseph, MN  
*Major:* English, *Minor:* Psychology, *GPA:* 3.6/4.0  
Scholarships: Trustees  
Honors: Dean's List

## Diploma

June 20XX

Burnsville High School, Burnsville, MN, GPA: 3.8/4.0  
Honors: AP Scholar, Graduated with Honors

## Experience:

### Career Ambassador

August 20XX-Present

Experience and Professional Development, College of St. Benedict, St. Joseph, MN

- Assisted students individually and in groups with career research and exploration activities.
- Provided students with information and decision-making strategies related to majors and careers.
- Professionally communicated with alumni while planning and coordinating logistics for events.
- Demonstrated attention to detail while helping students with resumes, cover letters, and interviewing.

### Copy Editor

September 20XX-Present

The Record, College of St. Benedict/St. John's University, St. Joseph, MN

- Edit, proof, and suggest revisions for student submitted articles for weekly campus newspaper.
- Independently manage time to ensure articles are ready for publishing each week.

### Sales Associate

June 20XX-August 20XX

Best Buy, Burnsville, MN

(Seasonal)

- Provided excellent customer service while assisting customers with product questions.
- Selected as the department's monthly "Sales Associate" for June 20XX based on total sales.

### Youth Group Mentor/Representative

September 20XX-May 20XX

St. Hubert's Parish, Chanhassen, MN

- Elected as the Youth Representative of youth programs for Parish Council.
- Promoted and participated in annual mission trips across the country to help those in need.
- Assisted with the set-up and staffing of numerous church events, such as breakfasts and parish festivals.

### Treasurer, National Honor Society

December 20XX-June 20XX

Burnsville High School, Burnsville, MN

- Collaborated as part of a team to plan, organize, and implement service projects such as diabetes walks and blood drives.
- Managed and ensured detailed tracking of society's funds and budget.

**Technology Skills:** Microsoft Office (including Excel, PowerPoint), Adobe Photoshop, Ingeniux

**Activities/Involvement:** Varsity Swim Team, Campus Ministry, Optimist Club