

Herman B Wells

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EDUCATION

Indiana University, Bloomington, IN
Bachelor of Arts
Major: Economics
Minor: Environmental Science

May 2023

INTERNSHIP

Recreational Center, Lebanon, IN
Operations Assistant

May 2017 – June 2017

- Facilitated conversations with clients regarding available services
- Launched a fall wellness festival, reaching out to over 100 families in the community
- Communicated with 20 community partners and created booth map for the event

EMPLOYMENT

Three Eighths Bank, Zionsville, IN
Bank Teller

May 2018 – June 2018

- Ensured customer protection from fraudulent transactions and potential identity theft
- Handled customer transactions, including deposits, withdrawals, and money orders
- Balanced cash flows and maintained accurate records at the end of each day

Menards, Lebanon, IN
Lumber Associate

June 2016 – August 2016

- Provided excellent customer service to clients searching for appropriate lumber to meet their needs
- Operated technical equipment to move heavy lumber pallets

VOLUNTEER EXPERIENCE

Community Impact Trip, Charleston, WV

May 2016

- Renovated animal shelter to help provide better living conditions
- Raised money via campaigning to support renovation costs
- Provided care and companionship to animals during their temporary relocation

SKILLS

- Computer Skills: Microsoft Office Suite (Word, Powerpoint, Excel, Access)
- Financial Software: Intuit Quickbooks and proprietary banking software