

# Emily Soto

Graphic Design major at Appalachian State

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Boone, NC

## Professional Summary

Emily is an outgoing and attentive full time student with experience in child care and food service. She is currently a senior at Appalachian State University studying Graphic Design. She is a fast learner and always willing to try something new.

## Skills

Food industry experience

Early Childhood Development

Hands-on skills with ages 2-6 (making lesson plans, teaching, etc...)

Problem Solving

Proficiency in design programs like InDesign, Illustrator, Photoshop, and Rhino

## Work history

### Sweet Frog Frozen Yogurt - Cashier Fairfax, VA · 2018

- Worked flexible schedule and extra shifts to meet business needs.
- Restocked and prepared food and merchandise

### Burke School for special needs - Intern Fairfax, VA · 2019

- Assisted teachers with classroom management and document coordination to maintain positive learning environment.
- Oversaw students in classroom and common areas to monitor, enforce rules and support lead teacher.

### Northern Virginia Academy Of Early Learning - Floater Fairfax, VA · 2019-2020

- Modeled appropriate activities and positive behavior management.
- Encouraged child involvement in classroom experiences and group interaction.
- Arrived at assigned areas on time, prepared and ready to work.

### Wheelies - Hostess/ Waitress Blowing Rock, NC · 2022

- Sat customers and managed flow of patrons
- Experience in processing payments, handling cash, and reconciling receipts to maintain accurate financial records.
- Flexible in adjusting to changing priorities, customer needs, and restaurant procedures to ensure smooth service flow.

### Mountain Pathways School - Assistant Teacher Boone, NC · 2023

- Managed classroom, schedule and activities while enforcing safety and health protocols
- Implemented Montessori practices

### Penland School of Craft - AM prep Spruce Pine, NC · 2023

- Proficient in prepping ingredients, including chopping, slicing, and portioning, according to recipes and standards.
- Adherence to proper food handling, storage, and sanitation procedures to maintain a clean and safe working environment.