

ANTHONY-RAY KOUTTA

PROFILE SUMMARY

Goal orientated Sophomore at the University of Maryland-College Park. Well-versed in many facets of being part of a team and supporting co-workers. Aligns with my belief of helping others in need to the best of my capabilities through engaging and thoughtful communication.

EDUCATION

University of Maryland - College Park

College Park, MD

Bachelor of Science, Psychology

Expected Graduation in 10/2026

Sprinbrook High School 201

Valley Brook Dr, Silver Spring, MD 20904

High School Diploma, 06/2022

- Completed AP Psychology, AB Calculus, Language & Composition
- Relevant Coursework: Foundations of Computer Science & IB Spanish..
- Awards: Silver Star Level of Student Engagement, Internship Award, AP Scholar, English Award, DELF B2.
- French Honor's Society Member.
- Extracurricular Activities: Movie Club Vice-President, Senior Writer of the Journalism Club.

SKILLS

- Compassionate
- Computer literate
- Planning and Organizing
- Experienced with working with kids and adults
- Experienced with special needs children
- Diligent
- Experience in Microsoft Software

LANGUAGE

English Fluent/Native

Spanish Intermediate

French Fluent/Bilingual

FRONT DESK

University of Maryland Office of Kinesiology

| 11/2022 - 05/2023

College Park, MD

- Managed online folders.
- Managed social media page.
- In charge of answering student inquiries.

WORK HISTORY

INTERNSHIP STUDENT

Urban Alliance/Kennedy Krieger | 09/2021 - 07/2022

Beltsville, MD

- Reported back to program coordinator and mentor to receive day-to-day tasks and responsibilities.
- Communicated effectively with faculty and staff and accepted critiques and suggestions for areas of improvement.
- Helped with administrative support by managing incoming calls, coordinating files, and front desk duties.
- Involved assisting children with special needs physically and with their intellectual development.

STAFF MEMBER

My French Classes Saturday School | 10/2021 - 05/2022

Bethesda, MD

- Established positive relationships with customers and other staff members.
- Kept work areas clean, organized and safe to promote efficiency and team safety.
- Greeted clients and guests and assisted with variety of questions to foster exceptional customer service.
- Responded sensitively and competently to service customers with diverse cultural backgrounds.
- Completed classroom tables take down and set up procedures.
- Completed daily logs for management review.

VOLUNTEER

Brit-Am Soccer Academy | 08/2021 - 08/2021

Potomac, MD

- Improved player behavior through modeling and disciplinary interventions.
- Promoted love of game by assisting kids with understanding positioning, play techniques and teamwork strategies.