

**Lisa Adams**

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**Objective**

Secure an administrative position in the health care resources industry .

**Education**

University of North Carolina at Wilmington; **B.A. in Sociology**; Concentration in Applied Sociology and Public Health; May 2001.

**Work Experience**

**Health Department, Health Education Intern, 2001.**

- Program development on folic acid
- Community education on folic acid
- Created storyboard and brochure on women’s health in southeastern North Carolina
- Developed teamwork and time management skills
- Population analysis

**Dockside Restaurant, Wait staff, 1998-2000.**

- Hostess, delivered food to tables and waited on customers.
- Learned teamwork, flexibility and knowledge of working in a fast paced public work environment.

**Cornelia Nixon Davis Nursing Home, Volunteer Visitor, 2000.**

- Visit with elderly and share life stories

**Research Assistant, Project ROAR (Raising Older Adults Rights), 2000**

- Conducted post Hurricane Floyd interviews with elderly adults.

**UNCW Disability Services, Volunteer, 2000.**

- Attend class daily and take detailed notes of lectures and discussions.

**Jamaica Mission trip, First Presbyterian Church, 1997.**

- Built house for needy family, painted church, made and laid cement at children’s elementary school.
- Learned about Jamaican culture.

**Forest Hills Pool, Head Life Guard, 1997, Wilson, NC**

- Organized schedules and maintained pool for up to 200 members.
- Responsible for hiring lifeguards for following summer and evaluating current lifeguards.

**UNCW Criminal Justice Department, Survey Interviewer, 1998.**

- Collected survey data on community attitudes about crime and the local police department.

**Swim America, Children’s Swimming Instructor, 1995-1996.**

- Beginning with blowing bubbles to the advanced swimmer.

**Babysitter, 1992 until present.**

- Coordinated recreational activities
- Conflict management
- Refined supervision responsibility

## **Language Skills**

Familiar with Spanish Language

## **Computer Skills**

- Microsoft Excel, Power Point and Word
- Statistics Software (SPSS)
- Dine Food Services Management Software
- Web Navigation

## **Sociological Skills**

- Data Collection
- Data Analysis
- Organizational Development
- Multitasking
- Problem Solving
- Team building
- Oral and written communication skills

## **Activities**

- UNCW Women's Tennis Team, 1997-1998
- UNCW Women's Club Soccer Team, 1998-2000

## **References**

Jammie Price, Ph.D.  
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