

# Nicholas Porter

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## SUMMARY

Talented student Journalist with a passion for uncovering the truth and telling compelling stories, through words and photography.

## EXPERIENCE

March 2021 - Present

**Tell Me Something Sweet Bakery**, Plano, TX — *Assistant Manager*

Supervise front staff and cashiers. In addition to supervision, I assist customers in completing their purchases by offering my knowledge about the quality and ingredients of the baked goods.

May 2020 - September 2020

**Sealco**, Richardson, TX — *HR Intern*

Under SealCo, a cleaning service for data centers, I received my first internship opportunity as a member of the Human Resource Department. My responsibilities were to monitor employee documentation such as 401ks, applications, payroll, and employee applications.

December 2019 - March 2020

**Cinemark**, McKinney, TX — *Concessions/Usher*

At Cinemark, I had various responsibilities from cleaning the movie theaters to helping at the concession stands. I effectively communicated with customers and gave informative responses to a variety of questions.

## EDUCATION

August 2020 - Current

**University of North Texas**, Denton, TX — *Major: Journalism*

**Frisco Heritage High School**, Frisco, TX — *High School Diploma*

## SKILLS

Exceptional communicator, problem-solving and improvisation, unique leader and supportive co-worker, quick learner and determined hard worker.