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| **Gordon** | **Leah Gordon**214-675-1087leah.dian.gordon@gmail.com |
| ㅡ**Relevant Classes and Skills**ㅡ**Experience**ㅡ**Education** | * Computer Science 1 and Computer Science 2
* Technical Writing and Advanced Technical Writing
* C++ and C
* Proficient in Microsoft Office
* Foundations of Computing (Set to take Spring of 2024)
* Foundations of Data Structures (Set to take Spring 2024)

**Gregory A. Richards, P.C.**April 2023 - August 2023, Kerrville, TXRan errands for office, set up new computer protection service, created final estate plan binders, scanned files and uploaded to server, created records of information we contained, set up monthly newsletters, and cleaned up contacts in the online system.**Journey’s /** Sales LeadOctober 2022 - April 2023, Golden Triangle Mall Denton, TXWorked on the sales floor, unloading freight in the back of the store, opened and closed the store along with helping manage team members.**American Eagle/** Brand ambassadorNovember 2021 - July 2022, Northpark Mall Dallas, TXWorked on the sales floor until January and then switched to the stock team. Working on shipment and new floorsets.**Richardson Vet Clinic/** Animal CaretakerAugust 2021 - August 2022, Richardson, TXTook care of the boarded animals in the back. Bathing dogs, feeding them, walking them and doing laundry.**Bahama Buck’s/** Avalanche Crew MemberApril 2021- October 2021, Dallas, TXRan register, and worked on preparing all of the items provided. Along with restocking items.**University of North Texas**August 2022 – May 2026Computer Science Major with a minor in Sociology and on track to get certified in Cybersecurity. |

