

LEIGHA O'CONNOR

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🌐 [My LinkedIn Profile](#)

WORK EXPERIENCE

1/1/2025 – Current

Engagement and Event Assistant/ Internship

CSU's Alumni Center

- Supports the CSU Alumni Association Engagement Team by completing administrative tasks, event preparation, event set-up and teardown, at-event support, guest services
- Serve as an event lead for predetermined events and will lead the entire event planning and execution processes
- Deliver superior customer service for alumni, guests, students, and friends of the University at all times

1/18/2025 & 1/12/2026

- **Run Disney Marathon Worker**

8/2024 – Current

Volunteer Student Teacher

Third Grade Classroom, [Milikin Elementary]

- Supported the lead teacher in delivering lessons aligned with state standards in math, reading, and science.
- Lead engaging learning activities to support diverse student needs and learning styles.
- Assisted with classroom management, fostering a positive and inclusive learning environment.

3/15/2024-1/10/2025

Kona Ice, Ice shaver

- 23ft Vehicle operation and maintenance
- Adherence to food safety and sanitation regulations
- Event planning and organization skills (for catering and special events)
- Customer service and communication skills

4/30/2023-8/15/2023

Aquatica Senior Gaurd

- Monitoring swimming areas while helping guests in distress
- Make safe and swift rescues

- **Previous Customer Service Experinces**

EDUCATION

2022-2026

COLORADO STATE UNIVERSITY

- Projected Bachelors of Hospitality and Event Management
- Deans list 2025

SKILLS

- Customer service
- Teamwork
- Time Management
- Effective Communication
- Diversity and inclusion training
- Dead line driven
- Positive mindset

INVOLVEMENT

CSU Ram Welcome leader X2

CSU Hospitality and Event Management Club - Event planner officer

CSU Swim and Dive team

CSU Underwater Hockey Club - Vice President

Larimer Foodbank

Volunteer Swim instructor for Boys and Girls Club

Reading with the Rams

Serve Safe Certification

TIPS Alcohol Certification

CPR certification

Red cross certification

Florida Bartending license

Software

Asana

Ascend

Mongoose

Microsoft Word /Excel

Time CLock Plus/Workday