

Frances Fletcher Cooke Guenther
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EDUCATION

Wesleyan University, Middletown, CT
Bachelor of Arts Candidate

Class of 2028

William Penn Charter School, Philadelphia, PA

June 2024

- 4x High Honors
 - Member of Women in Business Club, Weekly Announcements, Penn Charter Ambassadors and European Premier League Club
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EXPERIENCE

Distribution and Event Intern and Retail Associate, Addison Bay, Philadelphia, PA

August 2023 – Present

- Assisted customers in a women-owned activewear company, providing excellent customer service and product knowledge.
- Maintained store appearance and managed inventory, contributing to efficient operations.
- Supported distribution and fulfillment processes, ensuring timely and accurate delivery of products.
- Assisted in pop-up events in gyms, studios, country clubs, and major department stores, enhancing the brand's presence.

Sales, Operations, Marketing Intern, G2 Laboratories, LLC, Conshohocken, PA

May 2022 – August 2024

- Manufactured, packaged, and labeled water filters for government sales, following detailed protocols and meeting strict standards.

Event Staff, Mantoloking Yacht Club, Mantoloking, NJ

May 2021 – August 2021

- Collaborated with team members to ensure a pleasant experience for members and guests.
- Managed logistics, including food and beverage service and seating arrangements.
- Contributed to maintaining a clean and organized environment during and after events.

Babysitter, Various Locations

2018 – Present

- Developed strong problem-solving and multitasking abilities, managing multiple children and addressing unexpected situations calmly and efficiently.
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EXTRACURRICULAR ACTIVITIES

Captain, Squash and Tennis Teams, William Penn Charter School, Philadelphia, PA

September 2022 – June 2024

- Led the teams in practices and matches, fostering teamwork and sportsmanship.
- Guided the team through practices, conditioning, and matches
- Recipient of Coaches Award – Girls' Tennis and Second Team All Inter-ac – Girls' Squash

Tour Guide, William Penn Charter School, Philadelphia, PA

September 2021 – June 2024

- Conducted tours for prospective students and families, representing the school positively.
 - Answered questions and provided insights into student life.
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SKILLS

Computer: Microsoft Office, Google Drive, Canva

Language: Proficient in French