

# Janelle Spelich

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## **Objective**

To secure an internship/coop opportunity in order to learn and expand my current knowledge in the Finance and Insurance field of study.

## **Education**

Expected Graduation: May 2013                      Illinois State University                      Normal, Illinois  
Degree Pursuing: Bachelor's Degree  
Major: Finance/Insurance

August 2009 – May 2011                      Illinois Valley Community College                      Oglesby, Illinois  
Degree: Associate of Science  
Graduated with Magna Cum Laude Status  
Cumulative GPA: 3.75/4.0

## **Relevant Coursework**

Micro/Macro Economics  
Financial/Managerial Accounting  
Business Finance  
Business Computer Systems  
Intro to Risk Management and Insurance  
Other Business-related courses

## **Work Experience**

*Job title: Dietary Aide                      St. Margaret's Hospital                      Spring Valley, Illinois*  
July 2009 - Present  
-Responsible for positions such as dishwasher, expeditor (assembling patient trays), and working in the cafeteria.

*Job title: Photo Technician                      CVS/Pharmacy                      Peru, Illinois*  
July 2007 – June 2009  
-Responsible for operating a cash register, communicating with customers, stocking necessary supplies, and operating photo machines.

## **Community**

- 2010-2011                      Volunteer for the Medical Records Department at St. Margaret's Hospital  
   Volunteer for Illinois Valley Community College Job Fair of 2010  
   Volunteer for helping with a Cemetery Relocation in LaSalle, IL.

## **Activities**

- Heifer Foundation Fundraiser
- March of Dimes Fundraiser
- Member of Illinois State Students in Finance
- Member of Gamma Iota Sigma Insurance Co-ed Fraternity at Illinois State University
- Member of the Illinois State University Curriculum Committee

## **Honors**

- Member of Phi Theta Kappa National Honor Society
- Member of Sigma Kappa Delta English Honor Society
- Member of the Honors Program at Illinois Valley Community College
- Honors status for four consecutive semesters at Illinois Valley Community College
- Member of the Honors Program at Illinois State University