

# Emma Gottlieb

## Contact

Ladera Ranch, CA  
949.449.9331  
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## Education

Associate Degree  
Expected - May 2025  
Saddleback College

High School Diploma  
June 2023  
San Juan Hills High School

## Skills

Misner Acting Technique I-III  
Summer 2016  
Pamela Peak Productions  
Lake Forest, CA

Second Degree Black Belt  
January 2021  
OCMA  
Ladera Ranch, CA

## Professional Summary

Motivated and personable college student seeking a position where I can provide stellar customer service, a strong work ethic and a friendly demeanor. Team player with sales and merchandising experience recognized for attention to detail, multitasking and problem solving.

## Experience

### *Home Goods*

*November 2022 – Present*

### *Retail Associate – Ladera Ranch, CA*

Create a safe and inviting environment for customers by greeting them and offering assistance.

Help customers on the sales floor with product recommendations, locating specific items and answering questions.

Accurately check out customer purchases, process returns, handle payment transactions and promote credit and loyalty programs.

Efficiently unpack and merchandise from boxes and stock them on the required shelves.

Compliment customer selections upon check out.

### *Orange County Martial Arts Studio (OCMA)*

*January 2019 – January 2021*

### *Volunteer Taekwondo Instructor – Ladera Ranch, CA*

Assisted in the facilitation of classes for children of all ages through teaching proper taekwondo forms and board breaks.

Displayed leadership and the ability to deal with adversity through redirection and refocus during challenging situations.

Worked birthday parties by overseeing specific activities and martial arts-related entertainment while creating a fun and inviting environment.

Helped ensure the studio remained clean and organized by ensuring all equipment was properly stored and sanitized.

### *Girl Scouts of America*

*June 2018 – July 2018*

### *Volunteer Camp Counselor – Laguna Niguel, CA*

Participated in daily camp meetings with fellow counselors and camp leaders to plan daily events including hikes, games, etc.

Responsible for a group of 10+ kids ensuring they stayed on track based on the daily camp plan, followed rules and had fun.

Partnered with the head counselor to help lead games and activities with a focus on inclusion of every child.