

Alexis Pas

lexipas2007@icloud.com | (530) 524-9002 | linkedin.com/in/alexis-pas

Education

High School Diploma, University Preparatory School, Redding, CA — *May 2025*

B.S. in Business Marketing, University of Nevada, Reno — *Expected June 2029*

Professional Experience

Shasta Marina at Packers Bay – Lakehead, CA

Seasonal Crew Member (Store, Office & Dock) — June–August, 2022–Present

Supporting a high-traffic, customer-focused environment with responsibilities across retail, office coordination, and operations. Built strong communication, teamwork, and organizational skills ideal for a fitness business setting.

Customer Service & Sales (Store Clerk)

- Helped customers with purchases and product questions, creating a welcoming and positive experience.
 - Ran the register accurately and efficiently.
 - Maintained clean, organized retail areas—skills easily transferable to maintaining gym floors, equipment, and front-desk spaces.
 - Opened and closed the store independently, demonstrating trustworthiness and responsibility.
 - Trained new employees, strengthening leadership and teamwork abilities.
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Front Desk & Administrative Support (Office Assistant)

- Answered phones, scheduled reservations, and provided recommendations—similar to greeting clients, scheduling personal training sessions, or explaining membership options.
- Kept the office organized by filing, cleaning, and documenting customer needs.

- Checked customers in and out, ensuring smooth arrivals and departures—parallel to gym member check-in operations.
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Facility Operations & Maintenance (Dockhand)

- Kept all exterior and dock areas clean, tidy, and safe—mirroring ongoing cleanliness and equipment-care expectations in fitness centers.
 - Supported customers on the dock with guidance, quick problem-solving, and hands-on assistance.
 - Managed fast-paced turnover tasks and maintained organization during busy periods.
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Skills

- Energetic and motivated—comfortable engaging with people and contributing to a positive fitness environment.
- Strong customer service mindset; able to build rapport and help clients feel welcomed and supported.
- Experienced in maintaining clean, safe, and professional spaces.
- Quick learner who adapts easily to new equipment, processes, and environments.
- Social media skills for creating and designing basic promotional content.
- Multilingual: English, Mandarin, Spanish.
- Able to multitask and manage multiple areas independently (front desk, customer service, and facility operations).