

ANNA NELSON

PROFESSIONAL SUMMARY

Hardworking employee with extensive knowledge of agriculture and excellent writing skills. Proven history of working tirelessly to meet the needs in a challenging environment. Approachable and reliable with unparalleled work ethic. Organized and dependable and successful at managing multiple priorities. Willingness to take on added responsibilities to meet team goals.

SKILLS

- Customer Service
- Word Processing
- Communication
- Writing/Journalism
- Hard Work Ethic
- Eagerness to Learn
- Service Minded
- Interpersonal Skills
- Project Planning
- Turf Management
- Training Staff
- Plant Identification
- Landscaping Techniques
- Using Hand tools
- Work Planning and Prioritization
- Problem-Solving
- Methodical

WORK EXPERIENCE

GOLF COURSE GROUNDSKEEPER Sun Valley Golf Course, Sun Valley, ID 05/2023 to 08/2023

- Reported safety hazards or equipment issues to the supervisor and collaborated to develop solutions.
- Maintained courteous relationships with guests and answered their questions.
- Worked with fellow employees and navigated language barriers to get tasks done.
- Maintained optimal conditions for golfers by regular mowing, edging, and trimming of greens, tees, and fairways.
- Assisted in the planning and execution of golf course renovation projects.
- Conducted regular inspections of equipment to ensure proper function, reducing downtime.
- Understood and followed verbal and written instructions to complete complex tasks correctly.
- Applied pesticides and herbicides to control pests and weeds.

RETAIL SALES CLOTHING TEAM LEAD Al's sporting goods, Logan, UT 08/2020 to 05/2023

- Handled sales floor needs including updating pricing and signage.
- Enhanced sales with suggestions of related products based on purchases and stated needs.
- Greeted customers with a friendly and welcoming attitude and addressed and resolved customer issues.
- Completed a long to-do list in a short amount of time while helping customers.
- Trained new team members by relaying information on company procedures and safety requirements.

RESEARCH ASSISTANT Utah State University, Lewiston, UT 05/2020 to 08/2020

- Meticulously collected and analyzed grass samples from various sources.
- Moved Irrigation Pipe throughout the acreage.
- Herded cattle.
- Organized research materials, maintaining a well-ordered workspace conducive to productivity.
- Monitored project timelines, ensuring timely completion of tasks while maintaining high-quality output.

WEED/ABATEMENT SPECIALIST Franklin County Weed Department, Preston, Idaho 06/2018 to 08/2019

- Properly identified invasive and noxious weeds in Cache Valley.
- Improved satisfactory conditions through proactive problem-solving and efficient complaint resolution.
- Followed all company policies and procedures to deliver quality work.
- Responsibly loaded, unloaded, and maintained equipment including four-wheelers, trucks, and sprayers.
- Properly handled chemicals and their application.

EDUCATION

Utah State University, Logan, Ut **Bachelor of Science**, Agricultural Communications and Journalism, 05/2024

- **Minor: Agribusiness GPA: 3.75**