**William Holmes**

Chesterfield, Virginia | (804)-920-3176 | william6holmes@gmail.com

**EDUCATION**

**James Madison University** Harrisonburg, VA

Bachelor of Communication Studies **Expected Graduation:** December 2025

**Brightpoint Community College** Midlothian, VA

Business Administration May 2022 – May 2023

**WORK EXPERIENCE**

**CarMax**  Richmond, VA

Vehicle Condition Assessor February 2022 – August 2023

* Conducted four-part assessments on customers vehicles
* Facilitated trainings for new employees on job tasks and function
* Analyzed the mechanical and physical condition of vehicles
* Was a top performer for two months in a row in the purchasing office (July 2023-August 2023)
* Won the store champion award in December 2022
* Decreased my appraisal time by five minutes in the first two months on the job

**United States Army** Anchorage, AK

Airborne InfantryAugust 2020 – February 2022

* Executed field training operations with my unit
* Operated by jumping from aircrafts and moving into field events
* Mentored new soldiers regarding day-to-day tasks

**Lowe’s** Chesterfield, VA

Head Cashier February 2020 – August 2020

* Managed all the cashiers throughout the store
* Assisted customers with issues they had throughout their shopping experience
* Partnered with management for new training exercises

**Swim Club Management Group** Midlothian, VA

Assistant Manager Lifeguard May 2017 – August 2019

* Mentored all the new lifeguards about training procedures and safety protocols
* Reported to the CEO and gave updates about our pool
* Attended manager meetings bi-weekly to gain new information and relay to other guards

**LEADERSHIP AND ACTIVITIES**

**United States Army** Anchorage, AK

Airborne Infantry August 2020 – February 2022

* Lead new soldiers through the process of attaining equipment needed for assigned duties
* Appointed leader of my platoon in basic training
* Assisted new soldiers in the move in process when arriving in Alaska

**DECA Club** Chesterfield, VA

Member September 2017 – May 2019

* Attended meetings to learn more about businesses while in high school
* Worked with other students in hands on activities and competed in competitions

**INTERESTS**

Sports, Communication with others, Leading teams, Outdoors