

# Jennifer Rockey

309.467.6381

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## EXPERIENCE

### **Eureka College, Eureka, IL — Access Services Coordinator**

June 2010 - PRESENT

Melick Library. Oversees circulation, stacks management, patron accounts, patron billing, faculty course reserves, and permanent library reserves.

### **Miller Group USA, LLC, Peoria, IL — Crew**

May 2010 - September 2010

Front line customer service. Included taking orders, running a cash register, getting orders to customers, and lobby maintenance.

### **Eureka College, Eureka, IL — Student Worker**

April 2008 - May 2010

Melick Library, Technical Services department. Catalogued new materials, both physically and within the Voyager cataloging client. Added and processed invoices. Trained on minor book repair.

## EDUCATION

### **Eureka College, Eureka, IL — B.A.**

August 2006 - May 2010

History (major) and English Literature (minor)

### **Herscher High School, Herscher, IL - HS Diploma**

August 2002 - May 2006

## VOLUNTEERWORK

### **Eureka College Women's Board — President**

April 2015 - Present

### **Alpha Phi Omega — Section 50 Chair**

April 2015 - Present

### **Alpha Phi Omega — Chapter Advisor**

January 2011 - May 2015

## SKILLS

Word processing

Data entry

Data analysis

Editing (content, grammar, and spelling)

## AWARDS

Distinguished Service Key (Chapter Level) from Alpha Phi Omega - Alpha Eta Lambda chapter, 2014

Eureka College Dean's List

Illinois State Scholar, 2006

National Honor Society, inducted 2005