

# Arka Chattaraj

4198 Dena Way, Sacramento, CA 95821

(916) 425-6258 • arkachattaraj3@gmail.com

Dedicated and motivated student who shows the abilities to easily and efficiently deal with adversities, communicate effectively and understandably, and show enthusiasm in all tasks undertaken.

## Education

**Mira Loma High School**, Sacramento, CA

Expected Graduation 2022

3.91 GPA

Student in the International Baccalaureate Program, Member of the Future Business Leaders of America Club

## Experience

Carmichael Library, Carmichael, CA

**Volunteer**, August 2019 - June 2020

Perform tasks for the librarians and communities involved with the library. Tasks involved with librarians include cleaning books, shelving books throughout the library, removing old books from the library's system, etc. Tasks involved with the community include managing activities for the community ranging from LEGOs with children to book clubs for adults.

Eskaton Village Carmichael, Carmichael, CA

**Volunteer**, August 2018 - April 2019

Work with the elderly. Carefully communicate so that the residents understand, making the residents feel comfortable, make sure the residents enjoy their time, take care of any needs of the elderly, etc. Requires connecting with the elderly, so requires lots of communication skills to be able to.

Carmichael Library, Carmichael, CA

**Volunteer**, August 2016 - April 2018

Perform tasks under a student coordinator like cleaning books, sorting simple children's books on the shelves, and applying tape to books' spines to reinforce them.