PIE's Adult Post-Secondary Scholarship Application

The Adult Post-Secondary Scholarships are for Vinalhaven adults to further their education through an established program.

Eligibility:
Applicant must be a resident of Vinalhaven.
Applicant must be 19 or older.
The program must be established, as the scholarship will be paid directly to the institution.

Scholarship Details:
There are two deadlines: June 1st and December 1st. A decision will be made within two weeks of the deadline.
Applicants may reapply in the next funding cycle, though priority may be given to first-time applicants.
Applicants can apply even if you have received other PIE scholarships and/or grants.
These one-time scholarships are for up to $2500 each. Award amounts are determined by application quality (based on a scoring rubric) and the number of applicants.

For questions about this scholarship and/or the application process, please contact PIE at *PartnersInIslandEducation@gmail.com*

Personal Information

Name:

Age:

Mailing Address:

Email:

Home Phone:

Cell Phone:

Which phone do you prefer?

How long have you lived on Vinalhaven?

Program Information:

Please describe the program you plan to attend.

What do you expect to be the total cost for your program? (Tuition, fees, etc.)

Are there additional expected costs (room & board, travel, special equipment or supplies)
If so, please describe them.

School & Education Information:

Are you currently enrolled in school?

Have you received a PIE scholarship in the past? If so, please tell us about it.

Tell us about your education experience (include K-12 schools, college or training programs you've attended).

Tell us about your work experience (include any relevant part-time, full-time, seasonal, paid or volunteer work).

Please provide a personal statement about your career goals and how this scholarship will help (200-word max.).

Resume: A formal resume is optional but appreciated. We have included a sample below.

Reference Information:

Please list one professional reference *(non-family)* whom we can contact with questions:

Name:

Relationship to you:

Phone:

Email:

Other Information:
Is there any other information that the committee should consider when evaluating your application?

Follow-up expectations:
Within a year, please send us a short summary of your educational experience and share photos if available or appropriate.

Signature
Typing your name below will be considered your legal signature agreeing to the following statement: I certify that all information on this form is true and complete to the best of my knowledge. I understand that I may be asked to provide proof of information stated on this form.

Applicant Signature: _____

Today's Date: _____ Date for PIE to follow-up for summary & photos:_____

May Riley

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Profile

Friendly and engaging team player and leader able to inspire staff to perform their best. Detail oriented and experienced restaurant manager passionate about food and beverages. A multi-tasker who excels at staff training and recruiting with a track record of inspiring great customer service and customer satisfaction. Regularly exceed sales goals. A master in the art of upselling.

Experience

RESTAURANT MANAGER | CONTOSO BAR AND GRILL | SEPTEMBER 2016 - PRESENT

- Recruit, hire, train, and coach over 30 staff members on customer service skills, food & beverage knowledge, sales, and health & safety standards.
- Reduced costs by 7% through controls on overtime, operational efficiencies, and reduced waste.
- Consistently exceed monthly sales goals by a minimum of 10% by training FOH staff on upselling techniques and by creating a featured food and beverage program.

RESTAURANT MANAGER | FOURTH COFFEE BISTRO | JUNE 2013 – AUGUST 2016

- Created a cross-training program ensuring FOH staff members were able to perform confidently and effectively in all positions.
- Grew customer based and increased restaurant social media accounts by 19% through interactive promotions, engaging postings and contests.
- Created and implemented staff health and safety standards compliance training program, achieving a score of 99% from the Board of Health.
- Successfully redesigned existing inventory system, ordering and food storage practices, resulting in a 6% decrease in food waste and higher net profits.

Education

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION | JUNE 2013 | BIGTOWN COLLEGE, CHICO, ILLINOIS

ASSOCIATE IN ARTS IN HOSPITALITY MANAGEMENT | JUNE 2011 | BIGTOWN COLLEGE, CHICO, ILLINOIS

Skills & Abilities

- Accounting & Budgeting
- Proficient with POS systems
- Excellent interpersonal & communication skills
- Poised under pressure
- Experienced in most restaurant positions
- Fun and energetic

Activities & Interests

- Theater, art, hiking, skiing, travel