

OBJECTIVE or QUALIFICATIONS SUMMARY

A summer job or internship in...industry to elevate skills and knowledge.

EDUCATION

Washington College, Chestertown, MD

Expected May 2026

Bachelor of Arts, Major in English, Minor in History

GPA 3.5

Scottsdale High School, Scottsdale, NJ

June 2022

ACADEMIC HONORS

Dean's List: Fall 2022

Bronze Medal, Athletic Honor Roll, Varsity Women's Soccer: Fall 2022

SKILLS

Computer: Microsoft Office Suite, Excel, Access, PowerPoint, Outlook, Adobe, Zoom, Teams

Language: Conversational Spanish

EXPERIENCE

Washington College

August 2022 - Present

Division III Varsity Baseball Team

- Devote 30+ hours per week to athletics in addition to holding a full time student standing.
- Exercise leadership skills along with practicing self-discipline on and off the field.
- Practice excellent teamwork abilities and a strong work ethic by promoting camaraderie among players.
- React to complex situations quickly and effectively. Example (here)
- Demonstrate responsibility towards fellow players and coaches through respect and dedication.

Washington College

September, 2022 - Present

Ambassador, Center for Career Development

- Participate in the career exploration process, beginning in first year.
- Attend workshops, programs, and alumni dinners to gather information about career opportunities.

Alumni Panel, Washington College

September 2022

- Attended panel discussion, dined, and interacted with Washington College alumni.
- Asked questions and gained insight about the fields of public relations, marketing, and advertising.
- Maintained communication with alumni following event.

Camp Tanglewood, New York, NY

June - August 2022

Camp Counselor:

- Developed creative activities for children ages 5 – 9, including arts and crafts, games, and sports.
- Analyzed individual situations to create positive, proactive, and healthy environments for children.

Scottsdale Community Pool, Scottsdale, NJ

June - August 2021

Lifeguard:

- Ensured the safety of pool patrons.
- Managed schedules for lifeguards.
- Trained up to 20 new life guards. CPR certified (date expires).

Scottsdale High School, Scottsdale, NJ

September - December 2020

Class Treasurer:

- Maintained records of spending and earnings for class including fundraisers, events and materials.
- Monitored budget of \$1500 dollars, completed necessary forms, and communicated with school administration.

ACTIVITIES

Student Entertainment Board – Active Member

September 2022 - Present

PROFESSIONAL NAME

Cell Phone | Email | LinkedIn Profile URL

OBJECTIVE or QUALIFICATIONS SUMMARY

A summer job or internship in the communications field utilizing creative writing and research skills.

EDUCATION

Washington College, Chestertown, MD

Expected May 2023

Bachelor of Arts, Political Science

GPA 3.6

Dean's List, Fall 2021, Spring 2022, Fall 2022

Relevant Coursework: Journalism, Politics and Writing, Research Methods

SKILLS

Computer: Microsoft Office Suite, Excel, Access, PowerPoint, Outlook, Adobe

Language: Conversant in Spanish

RELEVANT EXPERIENCE

New York Times, New York, NY

January 2023

- Extern: Conducted 3-day observation of the daily operation of a nationwide newspaper.
- Attended staff meetings and helped to proofread articles. Worked directly with the Associate Editor.

Scottsdale Press, Scottsdale, NJ

June - August 2022

Editor Assistant

- Assisted Sports Editor with proofing and editing local sports stories.
- Helped to prepare articles for printing.

OTHER EXPERIENCE

Residence Life Office, Washington College, Chestertown, MD

August 2022 - Present

Resident Advisor

- Engage and supervise 35 first-year students promoting campus and community life.
- Develop and deliver weekly programming to create and ensure a cohesive and productive living environment.
- Enforce College policies to maintain safety of residents. Collaborate monthly with Residence Hall Staff.

NCAA Division 3 Men's Soccer Team, Washington College, Chestertown, MD

August 2020 - Present

Demonstrate effective time management, goal setting, oral communication, and resilience through 25 +hour per week commitment to practice, competition, and team meetings.

Camp Tanglewood, New York, NY

June 2019 - August 2022

Camp Counselor

- Assisted 25 children ages 5-9 with camp activities including arts and crafts, games, and sports.
- Served as role model and reinforced conflict resolution, teamwork and good communication skills.

COMMUNITY ENGAGEMENT

The Elm, Sports Writer – Washington College Student Newspaper

September 2022 – Present

Student Entertainment Board, Member

September 2022 - Present

Habitat for Humanity, Volunteer

September 2021