

Name

Address – Email – Phone – [LinkedIn Profile](#)

EDUCATION

State University of New York at Geneseo, Geneseo, NY

Expected: May 2018

Bachelor of Arts in Geological Sciences

Minor: Environmental Studies

GPA: 3.62

Honors: Dean's List (Fall 2017, Spring 2017, Fall 2016)

RELEVANT EXPERIENCE

Letchworth State Park, Castile, NY

May 2017-August 2017

Environmental Intern

- Advised local town government on environmental issues related to planning and new town developments
- Served on the Environmental committee to organize local green-building initiatives
- Surveyed town members on their current use of green products and resources
- Spearheaded the "Clean up Castile" project designed to increase use of recycling resources
- Presented issues and initiatives to the senior board members

Division of Environmental Equality, Rochester, NY

August 2016-December 2016

Media Intern

- Created digital marketing campaigns to increase awareness of the City of Rochester's green efforts
- Investigated the current environmental resources and proposed new options to the Mayor
- Researched alternative green measures for small businesses
- Co-coordinated the annual "Running for Resources" 5k fundraiser with 30 local companies

Geology Club, SUNY Geneseo, Geneseo, NY

August 2015-present

Event Coordinator

- Organize monthly workshops for the student body to learn how to reduce your carbon footprint
- Host informational sessions in-campus to inform the public on local green resources
- Coordinate fundraising events to donate money for local environmental charities

ADDITIONAL EXPERIENCE

Department of Career Development, SUNY Geneseo, Geneseo, NY

August 2017-present

Career Mentor

- Met with students on a one-on-one basis to discuss internship and job opportunities
- Reviewed resumes and cover letters during daily drop-in hours

Residence Life, SUNY Geneseo, Geneseo, NY

August 2016 - May 2017

Residence Assistant, Erie Hall

- Developed and implemented educational, social and recreational programs while working within the Residence Life budget
- Ensured a safe and supportive environment for all students in the residence hall
- Utilized problem solving, critical thinking, time management and leadership skills in order to create a sense of community among students

SKILLS

Microsoft Office (Word, Excel PowerPoint), PeopleSoft, Final Cut Pro, Facebook, Linked-In, Twitter