

# JENNIFER JUNIOR

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## EDUCATION

**Adelphi University Honors College**, Garden City, NY  
B.A. 2020 Cumulative GPA: 3.4  
*Double Major:* International Studies and Political Science

### *International*

**University of Stockholm**, Stockholm, Sweden Spring 2019  
*Curriculum included:* Swedish political system, film, language and culture, as well as travel in Scandinavia and Western Europe.

## EXPERIENCE

### *Business*

**Management Intern**, Summer 2019

J.C. Penney, Bay Shore, NY

- Analyzed and selected merchandise for promotional display
- Accounted for daily receipts in cash room
- Identified fast and slow selling merchandise and recommended corrective action for future inventory

### *Communications*

**Human Resources Assistant**, Summer 2018

Proudfoot Reports, Inc., Glen Cove, NY

- Verified hundreds of individual employment applications
- Contacted professional and personal references, and developed additional references during background checks
- Wrote personnel reports on all assigned cases

**Class Agent**, Senior Class Gift Campaign, Fall 2018

- Solicited pledges from class members

**Publicity Chair**, Volunteer Adelphi, Fall 2018

- Wrote newsletters and produced advertising for local and campus media
- Sports Writer**, Delphian (Adelphi Student News), 2018 - 2019

### *Organizational*

Political Science Club, Adelphi University

**Events Director**, Fall 2018 - Spring 2019

**Member**, 2013 - present

- Invited guest speakers and arranged facilities
- Attended meetings and brainstormed with other members

### *Volunteer*

**Big Sister** to child in Hempstead, NY community

**Tutor** at Roosevelt, NY Elementary School

**Office Assistant** in local political campaigns

## SKILLS and INTERESTS

Moderate knowledge of Spanish and conversational Swedish  
Experience in MS Office: Word, Excel, PowerPoint, Access and Publisher  
Familiarity with HTML, Adobe Connect and MediSoft medical records  
Extensive travel throughout Europe and the United States

# **BERNADETTE BUNSON**

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## **OBJECTIVE**

To obtain a full-time research assistant position with a biotechnology firm

## **EDUCATION**

**Adelphi University** Garden City, NY

B.S. in Biology (January 2021) GPA: 3.3

## **RELATED COURSEWORK**

Biology Concepts and Methods, Microbiology, Molecular Biology, Research Methods

## **RELATED PROJECTS**

“Short and Long-Term Effects of Second Hand Smoke on the Non-Smoker’s Lungs”

Final research paper nominated by faculty to be submitted for publication, Adelphi University (2007)

## **RESEARCH EXPERIENCE**

**STONY BROOK HOSPITAL Oncology Lab** Stony Brook, NY

Research Assistant (Fall 2015)

- Participated in supervised clinical research studies analyzing the effects and potential benefits of new antibodies used in breast cancer research and therapy
- Worked alongside oncologists to develop research methodology needed for the studies
- Delivered periodic presentations of results and works in progress to Research Methods classmates

## **VOLUNTEER EXPERIENCE**

**THE REHABILITATION CENTER** Dix Hills, NY

Physical Therapy Volunteer Aide (Summers 2014, 2015)

- Prepared equipment and laid out proper devices for therapeutic use on patients
- Followed patients through their exercise treatment routines
- Obtained patients’ blood pressures and measured their heart rates

## **SKILLS**

*Laboratory:* Tissue Culture, Isotyping, Radiolabeling of Antibodies, Electroblood, Immunoblot Strip Assay

*Computer:* Working knowledge of Microsoft Word, Excel, WordPerfect and Internet research

*Language:* Intermediate knowledge of verbal and written Spanish

# SALLY SELLER

Garden City, NY 11530 ♦ (516) 877-8000 ♦ [sallyseller@mail.adelphi.edu](mailto:sallyseller@mail.adelphi.edu) ♦ LinkedIn/in/SallySSeller

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- OBJECTIVE** To obtain a full-time marketing position
- EDUCATION** **ADELPHI UNIVERSITY** Garden City, NY  
*M.B.A. in Marketing* (January 2023)  
*B.B.A. in Business Management, Specialization in Marketing* (May 2021)  
  
*\*Worked 30-35 hours per week while attending classes full-time*
- HONORS** Dean's List  
Delta Mu Delta – National Honor Society in Business Administration
- RELEVANT COURSES** Strategic Marketing Marketing Research  
Creative Problem Solving Marketing Management
- MARKETING INTERNSHIP** **NY ISLANDERS** Uniondale, NY  
*Marketing/ Promotions Assistant* (January - May 2019)
  - Designed and disbursed promotion pieces in local area for upcoming games
  - Made cold-calls to large Long Island companies generating new season-ticket sales
  - Established and maintained cooperative working relations with radio and print media, resulting in free advertising and free air time
  - Distributed promotion giveaways during home games
- ADDITIONAL EXPERIENCE** **THE GAP** Garden City, NY  
*Assistant Manager* (February 2018 – present)
  - Interview and hire employees for cashier, floor sales and stock positions
  - Train employees and co-supervise 10 employees in daily operation of store
  - Handle customer inquiries and complaints on as-needed basis
  - Maintain and control over \$400,000 weekly inventory
  - Open and close store in Manager's absence*Salesperson* (August 2016 - January 2018)
  - Greeted customers and determined their specific clothing purchase needs
  - Utilized “point of purchase selling” techniques leading to additional sales
  - Set-up store displays for front windows
  - Monitored the security of merchandise
  - Received “Employee of the Month” award on four separate occasions
- ACTIVITIES** *Vice President*, Marketing and Advertising Club (Adelphi, 2018-present)  
*Treasurer*, Marketing and Advertising Club (Adelphi, 2017-2018)  
*Writer*, *Delphian* Student Newspaper (Adelphi, 2018)
- COMPUTER SKILLS** Proficient with PC computers and literate in Macintosh applications  
Experienced in Microsoft Word, WordPerfect, PowerPoint and Excel
- AFFILIATIONS** *American Marketing Association* (Member)  
*Delta Gamma Sorority* (Member, 2017-present and Treasurer, 2019)

# Les Payne

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## EDUCATION

**Adelphi University**, Garden City, NY

B.S. in Nursing [May 2020] GPA: 3.5

**Nassau Community College**, Garden City, NY

A.A.S. in Nursing [May 2016] GPA: 3.25

## HONORS

Dean's List [all semesters]

Adelphi University Student Leadership Award [2018]

Zeta Phi Beta Outstanding Woman on Campus Award [2019]

## NURSING INTERNSHIP

**LONG ISLAND JEWISH MEDICAL CENTER**, New Hyde Park, NY

*Student Nurse*, Maternal Child Health Unit [January 2018 – August 2018]

- Teach patients about self and newborn care
- Assess postpartum conditions of mothers and provide emotional support
- Perform fetal heart monitoring on antepartum patients
- Assess vital signs of newborns and provide a.m. care
- Report critical data to charge nurse

## RELATED EXPERIENCE

**MERCY MEDICAL CENTER**, Rockville Centre, NY

*Nursing Assistant* [September 2018 – August 2019]

- Organize and prioritize care for 10-14 patients within 40-bed Med/Surg unit
- Monitor patients' vital signs (blood pressure, pulse, respiration and temperature), intake and output, and document findings in chart
- Transport patients to procedures (x-ray, dialysis, EEG) and perform EKG's
- Wash, feed and ambulate patients

**NASSAU COMMUNITY COLLEGE**, Garden City, NY

*Lab Assistant*, Allied Health Department [November 2015 – May 2016]

- Coordinated laboratory set-up, experiments and media use
- Cultured bacteria for microbiology classes

## VOLUNTEER EXPERIENCE

*Hospital Volunteer*, Pediatrics Unit, Mercy Medical Center [2016]

*Science Tutor*, Nassau Community College [2015 – 2016]

## CERTIFICATION

CPR certified, American Heart Association (Infant, Child and Adult)

## SKILLS

*Computer:* Microsoft Word, Excel, HIS Hospital Information Systems

*Language:* Conversational Spanish, beginner Italian

## MEMBERSHIPS

School of Nursing Acting for Progress

National Student Nurse's Association

American Association of Allied Health Professionals

# SOPHIE WORKER

<http://www.linkedin.com/in/Sophie-Worker17>

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## LICENSURE

**NY State Licensed Master of Social Work:** August 2019

## EDUCATION

**Adelphi University** Garden City, NY  
M.S.W. May 2017

**Molloy College** Rockville Centre, NY  
B.S.W. August 2015

## SOCIAL WORK EXPERIENCE

**Seaford UFSD, Seaford High School** Seaford, NY  
School Social Work Intern September 2018 - Present

- ◆ Provide individual and group counseling for “at-risk” students
- ◆ Conduct psychosocial assessments with parents and students
- ◆ Participate in weekly Child Study Team and Committee for Special Ed
- ◆ Facilitate a process group and psycho-education group with adolescent girls
- ◆ Make visits to 9<sup>th</sup> grade classes to discuss available services and timely issues

**Department of Veterans Affairs Medical Center** Northport, NY  
Intern September 2017 - May 2018

- ◆ Provided emotional and concrete support to veterans and caregivers coping with end of life issues in the Palliative Care Unit
- ◆ Counseled resident veterans in community group homes with diagnoses such as schizophrenia, depression and dementia in the Community Residential Care Unit
- ◆ Created and led weekly support group and projects based on veterans’ goals

**WellLife, Addiction Recovery Services** Wyandanch, NY  
Intern September 2016 - May 2017

- ◆ Co-facilitated group therapy sessions on women’s issues, coping skills, wellness, mental health, substance abuse, and changing irrational behaviors
- ◆ Provided individual therapy to clients ages 18+ dealing with substance abuse
- ◆ Developed and implemented individualized treatment plans and documented progress notes for treatment for substance abuse and chemical dependency
- ◆ Administered drug tests and monitored toxicology reports

## BUSINESS EXPERIENCE

**HSBC** Massapequa, NY  
Teller: March 2011-February 2013

- ◆ Processed withdrawals and deposits, encoded and cashed checks, issued money orders and travelers checks for customers; handled customer inquiries
- ◆ Calculated balance sheet and closed cash drawer nightly

## ACTIVITIES

Volunteer, Habitat for Humanity: Summers 2011-Present  
Representative, Social Work Council, Adelphi University: 2014- Present  
Resident Assistant, Molloy College: 2012-2014

## AFFILIATIONS

Member, National Association of Social Workers

## COMPUTER SKILLS

Software experience in Word, WordPerfect, Excel and PowerPoint

# CARIN TEACHER

carinteacher@mail.adelphi.edu

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## CERTIFICATION

NYS Initial Certification, Childhood Education (Grades 1-6) February 2017  
NYS Initial Certification, Students with Disabilities (Grades 1-6) February 2017

## EDUCATION

ADELPHI UNIVERSITY Garden City, NY  
**M.S., Childhood Special Education**, GPA 3.7 May 2015  
**B.A., English**, GPA 3.6 January 2014

## HONORS

**Kappa Delta Pi**, National Education Honor Society

## TEACHING EXPERIENCE

WANTAGH UNION FREE SCHOOL DISTRICT, MANDALAY SCHOOL Wantagh, NY

**Substitute Teacher** September 2015 - Present

- Implement lessons in accordance to NYS Common Core Standards
- Execute classroom management, including behavior modification techniques

KINGS PARK CENTRAL SCHOOL DISTRICT, PARKVIEW ELEMENTARY Kings Park, NY

**Student Teacher**, Grade 2 March 2015 - May 2015

- Designed cooperative learning lessons on shapes, numbers, graphing, and patterns
- Taught writer's workshop on brainstorming and sentence structure
- Integrated SMART Board technology into lesson on units of measurement
- Differentiated instruction to meet the needs of students within an inclusion classroom
- Provided informal and formal assessment to measure students' progress

ROCKVILLE CENTRE UNION FREE SCHOOL DISTRICT, WILSON SCHOOL Rockville Centre, NY

**Student Teacher**, Grade 4 January 2015 - March 2015

- Developed and instructed math lessons on The Metric System, Data and Statistics, Graphing, Customary Measurement, Time, Fractions and Patterns with Factors and Multiples using math manipulatives
- Facilitated small group instruction to enhance reading comprehension skills
- Communicated with parents on child's academic, social, and emotional development

**Participant Observer**, Grade 4 September 2014 - December 2014

- Devised and facilitated three lessons within class thematic unit
- Guided phonetics-based activities for students with reading difficulties
- Constructed bulletin boards, graded assignments and administered tests

## RELATED EXPERIENCE

HUNTINGTON LEARNING CENTER, Carle Place, NY

**Instructional Tutor** October 2014 - Present

- Deliver center-programmed lessons for individual students to improve understanding of core content areas
- Provide homework assistance to students ages 5-14, including students with special needs such as Autism
- Record student progress on both content and behavior

CAMP DEWOLFE, Wading River, NY

**Assistant Director/Senior Counselor/Junior Counselor/Bus Counselor** Summers 2011-2013

- Supervised staff and children during sleep-away camp and day camp programs
- Planned and facilitated games, arts and crafts for children ages

## PROFESSIONAL DEVELOPMENT

Identification and Reporting of Child Abuse and Maltreatment  
School Violence Prevention and Intervention

## COMPUTER SKILLS

SMART Board Certified, Adelphi University  
Proficient in MS Word, PowerPoint, IEP Direct, Math Blaster, Sketchpad, and Webquest

# CARREE R. CHANGER

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<http://www.linkedin.com/in/CarreeRChanger>

## PROFILE

- ♦ NYS-certified Science Teacher with secondary school experience
- ♦ Experienced healthcare professional with training and instructional abilities
- ♦ Well-versed in computer systems; strong ability to teach technical computer skills

## CERTIFICATION

NY State Certifications in Biology and General Science (7-12) September 2013

## EDUCATION

Adelphi University Garden City, NY  
**Master of Arts, Adolescence Education**, GPA 3.9 May 2014  
**Bachelor of Science, Nursing**, GPA 3.4 May 2002

## TEACHING EXPERIENCE

St. Pius X School Commack, NY

**Biology Teacher, Grades 8-10** September 2014 - present

- ♦ Create and update biology tutorial web page with links to educational sites
- ♦ Teach biology and living environments to students of all academic levels
- ♦ Serve as multidisciplinary team member on Outstanding Academic Students Committee to plan and execute after-school peer tutoring groups
- ♦ Collaborate with Community Service Team to design hospital volunteer program

Jamaica High School Jamaica, NY

**Leave Replacement Science Teacher, Grades 9-11** September 2009 - December 2011

- ♦ Conferred with Science Department Chairman to design and implement lessons according to NY State Learning Standards
- ♦ Integrated computer based learning in laboratory and classroom lessons
- ♦ Prepared students for biology Regents exams and Regents Competency Tests
- ♦ Designed and implemented hands-on community-based learning activities at Liberty Science Center, Museum of Natural History and Bronx Zoo

## HEALTHCARE EXPERIENCE

Good Samaritan Hospital West Islip, NY

**Infection Control Nurse Manager** 1999 - 2008

- ♦ Created Wellness Education Program in collaboration with Suffolk County Department of Health and Human Services
- ♦ Coordinated with all hospital departments to comply with OSHA standards
- ♦ Procured outside vendors for Operating Room equipment and supplies
- ♦ Trained all incoming RN's and LPN's on Blood Borne Pathogens
- ♦ Implemented unit protocols for identification and control of infectious disease

Mt. Sinai Hospital NY, NY

**Head Nurse/Staff Nurse** 1997 - 1999

- ♦ Coordinated infection control training programs for all non-nursing hospital staff
- ♦ Interviewed and hired all nursing staff; served as preceptor for nursing students
- ♦ Provided direct patient care in Med/Surg, Ob/Gyn and Oncology units

## SKILLS

*Computer:* Expertise in Word, PowerPoint, and MediSoft medical software  
Working knowledge of SPSS, C++, Adobe Photoshop  
Familiar with MS Publisher, Excel, Access  
*Language:* Conversational Spanish; intermediate knowledge of French