

# Jackson Petrina

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**School:** 4513 Manhattan College Parkway | Riverdale, New York 10471  
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**Home:** 3660 Waldo Ave | Bronx NY 10463

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## PROFESSIONAL STUDENT SUMMARY

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Highly motivated college student with a deep sense of responsibility, commitment, and reliability. Extremely motivated to get back in the work force to demonstrate my hard work and professional aptitude. Seeking a position with I can utilize my solid educational background reinforced with my work experience, high sense of creativity and problem-solving skills. Team player with a strong desire to experience new opportunities and to contribute to the growth of a top tier organization.

### **EDUCATION:**

**Manhattan College**, Riverdale, New York, Anticipated Graduation - 2022  
School of Business, Major: Marketing Minor: Religion

### **Academic Achievements**

Manhattan College – *Earned National Honor Society | Honor Roll*

### **SOFTWARE EXPERIENCE**

Microsoft Office Suites, Microsoft Word, Excel, Mac, social media, Adobe Photoshop, Lightroom.

### **PROFESSIONAL EXPERIENCE**

#### **Manhattan College, NEW YORK, NY**

*Program Marketer / Content Organizer*

Hired to assist with the growth and expansion of the Manhattan College Youth Summer Camp Program  
Responsible for creating, organizing, and maintaining a custom automated database for the Youth Summer Camp Program offered by Manhattan College School of Business  
Responsible for campaigning and marketing the program to parents  
Provided competitive pricing information to parent via phone, collected monies for the Camp, to ensure camp positions were confirmed

#### **Amber Charter School**

**11/19 – 3/20**

*Elementary Tutor / 1<sup>st</sup> Graders*

Assisted the primary teacher with tutoring first grade students with reading and reading strategies alike.  
Helped first graders with the fundamentals of mathematics, English, and building on what the students have learned in kindergarten or other forms of pre-school.

#### **The Bolt Team**

**5/19 - 7/19**

Responsible for working with homeowners to schedule appointments for alternative Energy /Electric Savings Report). Went door-to-door and find customers interested in receiving a free Energy quotes and usage.

**ErectorSets, PHILA, PA:** [WWW.ERECTORSETSINC.COM](http://WWW.ERECTORSETSINC.COM)

**7/14 – 7/17**

#### *Assistance Cabinet Maker*

Assisted and trained in our family millwork and woodworking shop. Dedicated to providing all the millwork for our projects and upholding the highest quality and creativity for our clientele. Strong emphasis on design and fabrication.

#### **Mindfulness Coach** -Instructor/ Manhattan College

Spoke with children in a group setting and taught them about being mindful and aware of thoughts and emotions. Taught kids how to meditate, and to express themselves without worrying what others think. Sat in a circle and guided meditation sessions to help kids gain more self - awareness.

#### **Extra-Curricular Activities**

##### **Greenacre**, Clothing Brand

IG: @greenacre.exchange – [www.shopgreenacre.com](http://www.shopgreenacre.com)

Joint project focused on reworked vintage clothing exchange.

Designer/seamstress and social media management.

Model and Photographer.

##### **Broken Orchestra**

Participated in an orchestra with professional musicians.

Played the flute and Bass.

#### **REFERENCES**

Brenden Kilroy: Erector Sets

215-530-2191

David Caiafa: Mindfulness coach

201-566-1169