

Griffin Adelman

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EDUCATION

Fordham University, Gabelli School of Business

Bachelor of Science, Business Administration

GPA: 3.9/4.0

Bronx, New York

Expected May 2027

EXPERIENCE

Campus Intro

Technical Consultant

New York, New York

Nov 2023 – April 2024

- Analyzed market trends and competitors to build relevant and valuable features on the site.
- Redesigned site components and marketing media to facilitate brand cohesiveness.
- Audited the codebase rectifying errors and textual issues leading to a 50% reduction in loading times.
- Built a responsive design system to ensure visual clarity and compatibility on all devices.

Fordham IT

IT support technician

Bronx, New York

Aug. 2023 - Present

- Providing comprehensive IT support to all university members, ensuring their technical needs are met.
- Guiding users to troubleshoot and fix software remotely.
- Enhancing client understanding of university tools and services, enabling seamless remote function.
- Collaborating closely with a dedicated team of IT professionals, providing guidance and advice.

Skillfo

CTO – lead full stack developer

New York, New York

Nov. 2023 - Present

- Developing and migrating full stack web application to cloud infrastructure.
- Managing database access and mitigating cybersecurity risks by implementing safeguards and trainings.
- Leveraging expertise of development and analyst team to make informed business decisions.
- Designing and developing responsive front-end solutions while maintaining full accessibility.

City of Northampton MA

Project Manager

Northampton, Massachusetts

Spring 2023

- Crafted a detailed project outline containing clear next steps and KPIs.
- Discussed deliverables with stakeholders which facilitated precise planning and alignment of resources.
- Conducted extensive market research, interviewing key players in commercial real estate to gain insight.
- Developed an automated system to manage over 300 database entries that would have been done by hand.

SKILLS, CERTIFICATIONS AND INTERESTS

Computer Skills: Python, Javascript, HTML, CSS, Excel, Powerpoint, Word

Certifications:

- Google Project Management - *Foundations* / *Initiation* / *Execution*
- Google Digital Marketing - *Foundations* / *Interaction* / *Engage* / *Email* / *Analytics*
- IBM Data Analytics – *Basics*
- Google Cybersecurity – *Foundations* | *Manage Security Risks*

Interests: Management consulting, project management, financial markets, emerging technology, software