JAKE DVORAK

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OBJECTIVE

Looking to secure a position as a team player in an organization that utilizes GIS and offers a wide range of opportunities for growth and development as well as allowing me to apply my skills, experience and my ability to work well with others.

SKILLS

- Microsoft Office
- TerrSet
- ArcGIS Pro
- SPSS
- Google Earth
- HTML/CSS
- QGIS
- Detail Oriented

WORK EXPERIENCE

Teacher's Assistant   **SUNY New Paltz Geography Department**   **New Paltz, NY**
August 2019 - May 2020
- Provided general assistance to the professor with teaching and answering student's questions.
- Assisted students with projects and coursework outside of regular class hours.
- Oversaw student's coursework during class hours to make sure that they are set up for success throughout the course.

Land Protection Intern   **Mohonk Preserve**   **Gardiner, NY**
January 2020 - May 2020
- Assessed GIS infrastructure and discovered new solutions for daily GIS tasks.
- Examined GIS files through ArcCatalog to find and delete file duplications and perform general file cleanup.
- Researched georeferenced pdf mobile apps for alternatives to a printed trail map.

GIS Intern (Seasonal)   **Suffolk County Dept. of Information Technology**   **Hauppauge, NY**
July 2019 - September 2019, December 2019 - February 2020
- Edited ArcGIS map documents to keep county data correct and up to date.
- Performed research in order to ensure correct data.
- Uploaded completed map documents to the county portal for public use.

EDUCATION

Hunter College   **New York, NY**
MS, Geoinformatics – 4.0 GPA   August 2020 - Present

State University of New York at New Paltz   **New Paltz, NY**
BA, Geography – 3.7 GPA   August 2017 - May 2020
Dean's List, 2017-2020
Gamma Theta Upsilon, 2019

Suffolk County Community College   **Selden, NY**
Criminal Justice – 4.0 GPA   August 2016 – May 2017
Dean's List, 2016-2017
Phi Theta Kappa, 2016