

JAKE DVORAK

SMITHTOWN, NY

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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 | • ArcGIS Suite | • Google Earth | • QGIS |
| • TerrSet | • C | • HTML | • Python |
| • Problem Solving | • Time Management | • Organization | • Attentiveness |

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 duplication 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

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-