

## ASSISTANT FOOTBALL COACH

### Summary

Enthusiastic, reliable recent graduate with academic background in business and marketing. Ability to establish priorities and meet challenges head-on. Strong leadership and management skills. Seeking a career in the business field.

### Highlights

Exceptional interpersonal communication skills, Customer service skills, Management skills, Teamwork skills, Effective leader, Organized, Highly dependable, Fast learner, Able to work under pressure, Positive attitude and energy, Strong work ethic

### Accomplishments

- Utica College Football, Member Fall 2010 - Fall 2013
- Participated in Division III Football for four years
- Member of the first winning team in school history
- Leader of the accountability program
- Leadership Council, Member
- Was selected based on performance as a leader on the field, in the classroom, and in the community
- Met weekly with coaching staff to discuss team issues on/off the football field
- Volunteer Work/Community Service
- America's Greatest Heart Run & Walk Volunteer
- Salvation Army Volunteer
- Neighborhood clean-up
- North Utica Youth Football Volunteer

### Experience

03/2014 to Current

Assistant Football Coach Company Name - City , State

- Assist in the design and execution of the offensive scheme for 60+ athletes including 20 wide receivers
- Prepare field with all of the necessities for practices and games

09/2010 to Current

Property Maintenance Assistant Company Name - City , State

- Distribute media equipment to classrooms
- Instruct professors through the application of Microsoft and Internet services
- Answer phone calls and maintain an organized office for students and professors to enter freely
- Performed various maintenance duties necessary to maintain and enhance the value of residential and commercial properties
- Duties included: mowing, landscaping, sealing driveways etc.

### Education

Bachelor of Science : Management Utica College - City , State , US Utica College Utica, NY

Bachelor of Science May 2014 Major: Management Concentration: Marketing GPA: 3.37/4.00

### Military Experience

Company Name Salvation Army Volunteer Neighborhood clean-up North Utica Youth Football Volunteer

### Professional Affiliations

Utica College Football

### Skills

Audio Visual, Games, Coaching, Customer Service, Fast Learner, Receptionist, Retail Sales, Landscaping, Maintenance, Marketing