Prieya Naraine

Brooklyn, NY| linkedin.com/in/pnaraine010/ | 718-314-9291| pnaraine99@gmail.com

EDUCATION

Queens College   **Queens, NY**
BA in Computer Science(GPA: 3.34)   *Graduation Date: June 02, 2022*
- Organizations/Awards: Honors Program, Seek Program

WORK EXPERIENCE

Practice Makes Perfect   **Queens, NY**
Teacher Assistance(Mentoring)   *07/2017 - 08/2017*
- Provided lesson plan to advance 4th graders' knowledge in Coding, Math, and English. Increase the student interest in coding by 20% with the app scratch.
- Used verbal communication to collaborate with coworkers and teachers to create a friendly environment.
- Worked in a diverse environment to develop excel spreadsheets to calculate student attendance and measure the program's impact on students.

Academy of Innovative Technology   **Queens, NY**
High School Receptionist   *10/2017 - 16/2018*
- Work Independently to carry out inquiries from staff members and students while maintaining a neat and organized office environment.
- Responsible for routed calls promptly and correctly to the proper staff person, and politely taking messages when necessary.
- Maintained student attendance and mailed over 100 student letters for upcoming events.

Summer Youth Employment Program   **Manhattan, NY**
Teacher Assistance(Mentoring)   *06/2019 - 08/2019*
- Monitored students during lessons and skill-building activities such as home economics, arts, social studies, and outdoor activities for pre-k students under teacher's guidance.
- Monitored student health and accompanied students in the health office.
- Developed strong relationships with parents and children.

Volunteers

New York Care   *04/2019*
- Used therapeutic horsemanship to help riders in NYC with disabilities walk, talk and learn. Co-instructed and monitored the rider. Prepared and groomed the horse during free time.

Daycare   12/2019
- Provided support to children in pre-k. Taught children basic skills and engaged them in fun-filling activities; helped preschoolers with art and crafts. Helped after-school children with homework.

SKILLS & INTERESTS

Skills:
- Technical skills: Microsoft Word, Microsoft Excel
- Soft skills: Organization, Communication, Time Management

Objective: I am a passionate person who wants to work for an organization where I will be continually challenged and pushed in my role. I am dedicated and committed to the work I do. My curious mind forces me to learn new skills. I'm looking for a company to add value to, where I could contribute my knowledge, and where I could join a strong and hardworking team.