

Benjamin Nicholson

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- Undergraduate at Seton Hill University, completing Bachelor of Science with a major in Data Science (Junior)
- Member of Seton Hill Men's Soccer Program (NCAA DII)
- Head Resident Assistant for Seton Hill University Residence Life
- Australian-born (F-1 Visa holder)

Experience at University

Head Resident Assistant (Office Administration)

August 2023-Current

- Supplies management for Residence management offices
- Prepare and distribute communications regarding scheduling and events
- Communicate department-wide volunteer hours to Resident Assistants
- Resident Assistance succession selection process

Resident Assistant (Freshmen Dorm)

August 2022-May 2023

- Resident dispute mediation
- Conduct interviews for potential Resident Assistants
- Write communication reports, responding to complaints, reports, incidents or emergencies
- Plan and promote events for residents on a monthly basis
- Organize and direct regular floor meetings with residents
- Attend and participate in staff meetings and joint staff meetings

Intramurals Sports Manager

January 2022-December 2022

- Organize 10 University-wide sports events
- Market sports events to the Seton Hill University community social media

Office Clerk for Student Involvement

August 2022-January 2023

- Creation and communication of marketing materials for campus events
- Maintenance check for school vehicles

Casual Experience

1001 Nights | Waiter

December 2020-April 2021

- Welcome and seat guests
- Effectively communicate with the kitchen staff
- Memorise and recommend the menu to guests

Treehaven Equine | Farm Hand

December 2020- May 2021

- Work with a small team to coordinate different projects on the farm
- Operate and maintain farm equipment, including gators, industrial trail mowers, industrial wood cutting and large weed sprayers, pressure cleaners
- Maintenance such as lawn care, shrub control, weed control, and wire electricity to fences

Poolwerx | Store Clerk

December 2020-February 2021

- Customer advice and sales
- Proactive floor stock management
- Chemical analysis of pool samples, with pool product recommendations

McDonald's | Crew Member

May 2018-October 2019

- Operate large-volume cooking equipment such as grills, and deep-fat fryers

Education

Seton Hill University (Greensburg, PA | Class of 2025)

January 2022-Current

GPA: 3.60

Eastern Florida State College (Melbourne, Florida)

August 2021-December 2021

GPA: 3.40

Peninsula Grammar (Mount Eliza, Vic, Australia | Class of 2020)

January 2014-December 2020

ATAR: 87.75

References

Dilveer Chaggar – Head Coach Seton Hill University

Phone: 724 713 0047

Email: dchaggar@setonhill.edu

Josef Schatz – Area Coordinator for Resident Assistant role

Phone: 814 512 1450

Email: jschatz@setonhill.edu

Jared Burns – Coordinator for Data Science at Seton Hill University

Email: jburns@setonhill.edu