

Duruo Murray

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EDUCATION

Babson College, Wellesley, MA

Expected May 2021

Bachelor of Science in Business Administration

Honors: Posse Foundation Full-Tuition Leadership Scholarship (2017-2021)

Manhattan Village Academy, New York, NY

June 2017

Cumulative GPA : 92.11%; **Class ranking:** 22 out 93 students

Relevant Coursework: AP US History, AP English Literature and Composition, AP Calculus, AP World History, AP Psychology, AP European History, AP Macroeconomics, Personal Financing with Baruch College

EXPERIENCE

Deutsche Bank, New York, NY

June 2017-August 2017

Human Resources Intern

- Assisted COO of Deutsche American Bank in daily operations
- Screened, on average, 60 prospective job applicants resumes and criminal backgrounds daily.
- Maintained all electronic personnel/benefits files including 401k and payroll

Future and Options, New York, NY

February 2016-August 2016

Events and Promotions Intern

- Managed Facebook and Instagram accounts that to promote CariBBeing
- Brainstormed and implemented sweepstakes to build interest and awareness of Future and Options.
- Organized community internal and external events to raise awareness about the organization
- Assisted in supplies pick up and set up for Future and Options events.

Tutor: Brooklyn, NY and New York, NY

April 2016-August 2016

Tutor

- Tutored students between 1st grade and 11th grade in math, chemistry, history, and latin
- Organized and facilitated lessons that best suit the needs of the student for the week

Reel Works, Brooklyn, NY

February 2014- April 2016

Volunteer and Peer Mentor

- Instructed 14 teenagers participating in the Fall Production Lab assisting training in filmmaking techniques, exposure to editing software, camera maintenance, story development
- Mentored girls from 12 to 18 years old exposing them to the film industry through the creation of their own short film
- Worked with Badger Meetings designing honorary badges given to teen filmmakers participating in Reel Works labs

ACTIVITIES

Spectrum Club: New York, NY

November 2016-June 2017

Founder

- Created a Spectrum club to build a relationship between LGBT community and allies
- Planned and facilitated school-wide discussions and events for the club

Tour Guiding Club: New York, NY

October 2013- May 2017

Capitan

- Assisted admission coordinators at high school fairs offering student's perspective of school community
- Conducted tours to parents and future students
- Answered questions about the school to parents and future students
- Provided translation to parents who understand French, Arabic, and Urdu