**Jade Pederson**

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**EDUCATION**

The University of Iowa, Iowa City, IA May 2020 BS, Environmental Planning

Minor, Environmental Science

Certificate, Sustainability

**INTERNSHIP EXPERIENCE**

*Planning Intern* May 2019-Current

Urban Planning Division, Department of Neighborhood and Development Services, City of Iowa City, Iowa City, Iowa

* Produced maps and reports for the Board of Adjustment, the Historic Preservation Commission, the Planning and Zoning Commission, and City Council
* Presented my research on a rezoning and zoning code amendment application to the Planning and Zoning Commission
* Interpreted the Iowa City Code of Ordinances and the Iowa City Comprehensive and District Plans
* Performed data collection, analyzation, and research for the Urban Planning Division
* Assisted in the creation of a form-based code
* Successfully transitioned to remote working and team collaboration during the COVID-19 pandemic

*ReStore Intern* Sept 2017- Dec 2017

Habitat for Humanity, Iowa City, Iowa

* Collaborated with a planning team to create and execute fundraising events
* Strengthened interpersonal skills through interactions with donors, shoppers, and volunteers

**EMPLOYMENT EXPERIENCE**

*Store Associate* May 2018- Aug 2019

Earl May, Iowa City, Iowa

* Provided customer service by aiding customers that had questions, complaints, or needed further help
* Utilized a cash register on a daily basis to complete purchases and refunds
* Conducted general maintenance of plants and store through watering, cleaning, and plant tending

*Lead Dining Associate* Oct 2017- May 2019

University of Housing and Dining, Iowa City, Iowa

* Administered direction and supervision to over 100 student employees working in dining halls
* Carried out training to student employees by showing them proper policies and explaining health code
* Consulted and communicated with a group of 40 student managers, managers, and student leads to ensure the seamless operation of the dining hall
* Interviewed potential candidates for the student lead and student manager role

**COLLEGE ACTIVITIES AND VOLUNTEER OPPORTUNITIES**

*Member*, Habitat for Humanity Sept 2017- Current

*Member*, Hawkeye Water for Change Jan 2018- Current

**SOFTWARE AND TECHNOLOGY SKILLS**

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| * Geographical Information Systems | * D3 |
| * Microsoft Office | * Adobe Software |