

Jordan Caprice Alfano

126 Franklin Avenue, Apartment 5G, New Rochelle, NY, 10805 · (914)-365-9284 · jca100@geneseo.edu · [LinkedInProfile](#)

EDUCATION:

State University of New York College at Geneseo

School of Business, AACSB Accredited

Bachelor of Science in Data Analytics (GPA: 3.2)

Anticipated: May 2026

Honors & Achievements:

- Jacques Roman Scholarship for outstanding achievement in school, personal life, and community.
- Apple Yard Scholarship for exceptional achievement in a lower-income community.

WORK EXPERIENCE:

The BLD - Larchmont NY - Hostess

May 2021 – Aug. 2022 & Summer 2023

- Responsible for seating guests, taking orders, preparing orders, and managing dining room waitlist.
- Positively contributed to the guest experience by learning to be patient with customers, observant of my surroundings, and proactive with service and feedback.

Private Childcare Services - New Rochelle, NY – Self-Employed

Feb. 2019 - May 2022

- Supervised and provided care for children ranging in age from 9 months to 12 years old.
- Ensured their safety, drove them to activities, prepared meals/snacks, and put them to sleep.
- Learned how to multi-task and became more conscientious about children and their feelings.

CERTIFICATIONS:

Accenture N.A. (Data Analytics & Visualization) – Virtual Experience Job Simulation on Forage

November 2023

- Completed a simulation focused on advising a hypothetical social media client as a Data Analyst at Accenture.
- Cleaned, modeled, and analyzed 7 datasets to uncover insights into content trends to inform strategic decisions.
- Prepared a PowerPoint deck & video presentation to communicate key insights for the client and internal stakeholders.

NASA Workshop - Queens College, Queens, NY – High School Intern

Feb. 2019 - May 2019

- Selected and tasked to create a rocket that would efficiently launch above 90 feet following strict procedures and within constraints. Achieved successful results, earning certificate of completion.

CAMPUS ACTIVITIES & INVOLVEMENT:

InterVarsity Christian Fellowship Club - Member

Sept. 2022 - Present

- The purpose of the club is to establish witnessing communities of students who follow the Christian faith. Spend time weekly in worship with fellow students, to communicate about faith and help others spiritually when needed.

Woman in Business Club - Member

Sept. 2022 - Present

- The primary goal of WIB Club is to promote the professional development of women interested in business. I support the club by attending weekly meetings and helping to manage the club's digital marketing and social media efforts.

SUNY Geneseo School of Business - Social Media Team Member

Aug. 2023 - Present

- Work closely with faculty advisor, School of Business staff, and student peers to create Instagram posts promoting upcoming School of Business events.

SUNY Geneseo Career Design Center - Career Peer Mentor

Aug. 2023 - Present

- Selected to support the college's career center in helping fellow students prepare resumes and cover letters.
- Utilize R Studio to conduct statistical analysis on social media accounts to identify trends and areas of improvement.

National Society of Leadership & Success (NSLS) – Success Network Team Coordinator

Sept. 2023 - Present

- One of 8 students selected to participate in a leadership program to help students achieve personal growth, career success, and explore different ways leadership can be exhibited and displayed.

SKILLS & INTERESTS SUMMARY:

- Proficient in Spanish
- Technical Skills: Proficient with MS Office Suite (Excel, Word, PowerPoint), RStudio, Python.
- Soft Skills: Communication, Listening, Time Management, Patience, Organization, Creativity.
- Interests: Community Service, Photography, Reading, Art, Traveling.