

Jerry Velasco
27 Robbins Avenue
Elmsford, NY 10523
(914)588-1343
Jerry.vel7@gmail.com

Strategic, analytical, and results-driven multilingual with the ability to manage multiple projects simultaneously, as well as an expertise in client relations

EDUCATION

University at Albany, State University of New York

May 2017

Bachelor of Science

Major: Informatics

Minor: Business Administration

SKILLS

- Excellent communication and interpersonal skills
- Efficient problem solving ability

Software Knowledge

- | | | |
|--------------------|-------------------|---------------------|
| ■ OS X | ■ Windows | ■ Adobe Illustrator |
| ■ MS Office Suites | ■ Adobe Photoshop | |

Languages

- | | | |
|--------|-----------|-------|
| ■ HTML | ■ Python | ■ SQL |
| ■ CSS | ■ Spanish | |

EXPERIENCE

Greenburgh Central School District

June 2016 – August 2016

Summer Help

Hartsdale, NY

- Assisted in cleaning schools electronics
- Disconnected, relocated, and reconnected computers
- Assisted in reorganizing and cleaning classrooms

University at Albany, SUNY

January 2017 – May 2017

Peer Educator

Albany, NY

- Lab and class assistant for departmental course
- Classroom preparation in departmental course
- Discussion/review sessions for a departmental course

Albany Made Creative Lab

January 2017 – May 2017

Volunteer

Albany, NY

- Assist with regular activities in makerspace
- Assist with 3D printing/design and Adobe Creative Software
- Provide one-on-one assistance in the technology commons

ACTIVITIES

- University at Albany Club Baseball Team

Spring 2014 – present