




# ASHEANA JUMAN

## PROFILE

 (518) 646-9263  
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 112-20 95th Ave  
Richmond Hill, N.Y.  
11419

Motivated and hardworking sophomore pursuing a Bachelor of Business in Marketing and Financial at Medgar Evers College. Experienced in technical skills in Microsoft Office. With the strong ability to problem-solved with excellent communication skills developed through volunteering at the places of worship helping the pantry distribution. Seeking a job to further develop and expand my experiences and skills.

## EDUCATION

### **Epic High School South**

South Ozone Park, N.Y.

- *Diploma*

### **Thomas Edison High school**

July 12, 2022- August 12, 2022

- *Controlled Environment Agriculture (CEA)*

### **Medgar Evers College**

2023 - Present

Central Brooklyn, N.Y.

- *Business in Marketing & Financial*

## EXPERIENCE

### **CONTROLLED ENVIRONMENT AGRICULTURE (CEA) PROGRAM TRAINEE NY SUN WORKS, NEW YORK.**

July 12, 2022 - August 12, 2022

- Learned how to manage different types of hydroponics systems while working. At the end, I was able to receive a certification in hydroponics farming.

### **SLIVER BLISS LLC**

South Ozone Park, N.Y.

Part-time

August 2023 - 2024

- Light Typing, Filing, Copying, Faxing, Customer Services, etc..

## SKILLS

- Proficient in Microsoft Office Suite - (Word, Excel, PowerPoint)
- Experience with Social Medias platforms
- Graphic Designs - (Canva)
- Excellent written and verbal communication
- Strong organizational and time management skills
- Detail-oriented and thorough in all tasks
- Experienced in preparing and delivering presentations
- Highly adaptable to new environments

## VOLUNTEERING

Places of worship

- *Pantry distribution*