



# Herman Walton

## Student

4200 Patterno Avenue, New York, NY 10471, United States  
(917)324-1818 [hw\\_alton77\\_x@yahoo.com](mailto:hw_alton77_x@yahoo.com)

### Skills

Advanced Communication Skills

Office Technology Skills

Motivated Attitude

Social Media Platforms

### Languages

French

Dutch

## Profile

Hardworking Student seeking employment. Ready to utilize my skills and passion to further the mission of a company. Technologically adept, offering experience with many different social media platforms, office technology programs, and advanced computer skills. Bringing forth a positive attitude and the willingness and motivation to learn new programs.

## Employment History

### Sales Associate, Big Apple Bookstore, New York

September 2015 — June 2018

- Greeted customers and assisted them with finding books.
- Offered literary suggestions based on the needs and desires of the customer.
- Followed directions from my Supervisor and managed projects with precision.
- Organized books and adhered to the policies and mission of the bookstore.

## Education

### Bachelor of Communications, New York University, New York

August 2016 — August 2021

- Working towards a Communications Degree.

### High School Diploma, Regis High School, New York

September 2012 — May 2016

- Graduated with High Honors

## References

Dr. Lynn Fogel from Regis High School  
212-334-4775 [fogel.l@regishs.edu](mailto:fogel.l@regishs.edu)

Ken Bergman from New York University  
212-055-9772 [ken.bergman@nyu.edu](mailto:ken.bergman@nyu.edu)

Leah Anderson from New York University  
212-833-4521 [leah.anderson@nyu.edu](mailto:leah.anderson@nyu.edu)