



# NICOLE JAVORSKY

211-40 18<sup>th</sup> Avenue Apt 1F, Bayside, NY 11360  
Cell Phone: (718)-541-2708  
nicolejavorsky@gmail.com  
www.nicolejavorsky.com

## EDUCATION .....

**Barnard College of Columbia University**, New York, NY / Sept. 2014 – Present

- GPA: 3.68/4.00, Intended Major: Computer Science

**Benjamin N. Cardozo High School**, Bayside, NY / Sept. 2009 – June 2013

- Valedictorian, GPA: 102%

## EXPERIENCE.....

**Member Support Temp *DoSomething.org***, New York, NY / Dec. 2014 - Jan. 2015

- Exercised customer service skills by responding to member inquiries using the platform Zendesk
- Reported common issues and submitted recommendations to improve the experience of the members

**Campaigns Intern *DoSomething.org***, New York, NY / Feb. 2014 - Aug. 2014

- Researched and created 15 “call to action” campaigns for DoSomething.org members to implement, increasing the total number of campaigns by 10%
- Interfaced with members by answering approximately 50 help tickets per day, reducing member inquiries in supervisor’s inbox by around 75%
- Supervised two high school interns, managing their tasks, providing guidance and assistance, and evaluating their performance

**Founder and Co-President *Cubs for Coping***, Queens, NY / Sept. 2012 - Present

- Founded a non-profit organization which has donated 200 handmade bears to date for hospitals, homeless shelters, and eating disorder programs
- Recruited over 100 volunteers by researching online and offline groups for potential volunteers and through using social media
- Executed development responsibilities, writing proposals and successfully soliciting \$1,000 from The Pollination Project

**Volunteer *Dancing Dreams***, Queens, NY / Sept. 2012 - May 2013

- Provided one-on-one support and motivation for a participant in Dancing Dreams, a non-profit organization which provides adaptive dance classes for girls with physical and medical challenges
- Encouraged the matched dancer, demonstrating patience and care to help her feel comfortable in the class

**Copy Editor for School Newspaper *The Verdict***, Queens, NY / Sept. 2010 - June 2012

- Communicated with student journalists to guide their reporting and revise their articles
- Wrote articles on community news, arts, and sports
- Awarded 1st place for Arts & Entertainment (2012), 2nd place for Community News (2010) in Baruch College’s Newsies! Awards for high school journalists

## SKILLS & INTERESTS .....

- HTML & CSS, Bootstrap, Google Apps, Zendesk, Microsoft Office Suite, social media platforms, proficient in Adobe InDesign & Photoshop
- Taking trapeze classes to stare fear right in the face, doodling until the canvas is covered in creativity