

# Nicholas Slamka

Business Information Systems Major

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Thiells, NY 10984

## Professional Summary

Business Information Systems (BIS) major and BIS Student Representative with a minor in Science, Technology, and Society (STS) at New Jersey Institute of Technology, with an interest in a summer 2021 internship.

## Professional Experience

### IT TECHNICIAN

North Rockland Central School District / Garnerville, NY /  
Jul 2019-Aug 2019

- Completed IT work for NRCSD including installing, repairing, and imaging computers, as well as deploying new computers to the server.

### CLERICAL WORKER

Stein & Stein, LLP / Haverstraw, NY / Sep 2017-May 2019

- Filed casework and was responsible for closing and reopening casework upon needed review.
- Processed restraining notices to be mailed out to banks and debtors and maintained the database of casework.

### LAND SURVEYOR

Atzl, Nasher & Zigler, PC / New City, NY / Jun 2018-Aug 2018

- Completed surveys of property around Rockland County, NY.

### BUILDING DEPARTMENT INTERN

Town of Haverstraw / Garnerville, NY / Jul 2017-Jun 2018

- Completing clerical work and digitalizing building plans.

### EBAY ONLINE SHOP OWNER

Mar 2015-Present

- I operate an online store selling computers and electronics.
- Facilitates transactions to a global customer base.

## Education

New Jersey Institute of Technology, Newark, NJ  
Business Information Systems B.S., May 2023

North Rockland High School, Thiells, NY  
Advanced Regents Diploma, June 2019

## Skills

Python  
HTML  
PHP  
Microsoft Office  
SketchUp  
Autodesk  
Public Speaking  
Strong Communication

## Relevant Coursework

Probability and Statistics  
Calculus  
Economics  
Accounting  
Introduction to Website  
Development  
Internet Applications

## Projects

### Rose Memorial Library Expansion

- Created a building plan to facilitate the expansion of the Rose Memorial Library in Stony Point, NY to better meet the needs of the local community.

### NRHS Parking Lot Revitalization

- Designed a model in order to optimize the parking lot at North Rockland High School in order to improve traffic flow and increase the number of available parking spaces.

## References

Available upon request.