**Quanzel Halls**

230 W 129th Street Apartment 6B │ New York, NY 10027

hallsq@gmail.com│ (646) 460-9144

**EDUCATION**

**Buffalo State College**, Buffalo, NY August 2011-Present

**Industrial Technology**

**High School Diploma**

**WORK EXPERIENCE**

**Harlem Children’s Zone,** New York, NY October 2015 – Present

*Coach/Athletics Aide*

* Athletics assistant to *Naim Abdul-Malik*
* Assistant coach for the high school girls volley ball team; attended practices to help with development of skills
* Assisted with JV girls basketball in practices as well as 4th / 5th grade basketball practices and games

**Pole Position Raceway,** Buffalo, NY November 2013 – July 2015

*Track Operator*

* Provide an in-depth briefing of the course and safety procedures
* Maintain durable and performing karts
* Control 1-10 person races while keeping racers safe

**UPS,** Buffalo, NYOctober 2014–December 2014

*Overnight Stock*

**•** Loading and Unloading of Packages for delivery

**•** Assisted with the stocking of packages assigned for shipment

**•** Maintained inventory records for new shipment

**American Eagle Outfitters,** Buffalo, NY August 2011 – February 2013

*Sales Associate*

* Maintained an orderly environment
* Re-arranged and organized clothes and manikins
* Provided good and quality customer service

**COMMUNITY INVOLVEMENT**

* **Harlem Children’s Zone,** *Participant* September 2009 – Present

- Attended college prep seminars, enrichment programming, and college visits, received tutoring support

**ADDITIONAL**

* **Computer Skills:** Microsoft Office (Word, Excel, PowerPoint), AutoCAD, Solid Works
* **Languages:** English
* **Personal Interests:** Youth development, clerical work, traveling, sports and recreation