Brittany Howard  
Rochester Institute of Technology  
4037 Nathaniel Rochester Hall   
Rochester ,NY 14623  
cell: 516-209-6337

March 29, 2013

To whom this may concern,

I am interested in applying for RIT Graduate Assistantship position(s) listed by the division of student affairs on Rit.edu

I have a great deal of work experience in Customer service, Sales, and Psychology,

Last spring I obtained a Bachelor’s degree in Psychology and have worked as a Sales associate, Camp counselor, Peer coach, and Intern for a medical union. I am seeking to complement this work experience with my prior work experience.

I believe that I would be the perfect asset to your program. I love working and assisting people in any way I can. To help people gives me the greatest joy in the world. This job position would provide me with the ideal opportunity to help assist at your organization and to expand my professional skills.

I hope you will agree that my qualifications seem to be a match for the position after reviewing my curriculum vitae. I look forward to speaking with you.

Thank you for your consideration.

Sincerely,

Brittany Howard

CURRICULUM VITAE

Name: Brittany Nina Howard

Permanent Address: Current Address:

37 Elizabeth Street 4037 Nathaniel Rochester Hall

Roosevelt, NY 11575 Rochester, NY 14623

Telephone: (516) 209-6337

E-mail: [BHoward822@yahoo.com](mailto:BHoward822@yahoo.com)

Citizenship: United States of America

Education:

M.S (Anticipated) School Psychology, Rochester Institute of Technology, Rochester NY, May 2015

B.A Psychology, Hampton University, Hampton VA, May 2012

Honors and Awards:

Hampton University, Cum laude and Departmental Honors Graduate (May 2012)

Hampton University Dean’s List (2009-2012)

Joseph Tauber Scholarship Recipient (2008-2012)

Hampton University Alumni Association, Long Island NY Chapter, Scholarship Recipient (2009)

Academic Achievement Award Grant, Recipient (2008-2009)

Work Experience:

Designer Shoe Warehouse, Rochester NY- Sales Associate (October 2012- present)

1199 SEIU National Benefit and Pension Fund Medical Union, New York City, NY**-** Summer Intern (June 2012- August 2012)

Hampton University Convocation Center, Hampton, VA- Student Assistant/ Box Office Attendant (September 2011- May 2012)

1199 SEIU National Benefit and Pension Fund Medical Union, New York City, NY**-** Summer Intern (June 2011- August 2011)

Oasis Summer Camp, Hempstead High School-Hempstead, NY- Camp Counselor/ Group Leader (June 2010-August 2010)

Mandee, East Meadow, NY - Sales Associate and Customer Service Representative (March 2007 – October 2007)

Research and Teaching Experience:

Teaching Assistant, to Dr. Earle Williams II, Psy.D, “Intro to Psychology” Hampton University, (2011)

[Collaborated on exam development, met with students upon request and graded written work.]

Honors Research, Hampton University with Dr. Leona Johnson, Ph.D., (2011- present)

[Collaborated with research group to propose and conduct an original project; including data input and analysis using SPSS.]

Professional and Honor Societies:

Golden Key, International Honour Society, Hampton University chapter member (2011-present)

American Psychological Association, Student Affiliate (2011-2012)

Psi Chi, International Honor Society, Hampton University chapter member (2009-present)

Extracurricular Activities:

Spectrum Support Program-Rochester Institute of Technology, Peer Coach (2012-present)

American Red Cross, Hampton Roads VA Chapter, Volunteer (2011- 2012)

Psychology Club, Hampton University (2010-2011)

Sister to Sister, Hampton University Youth Counseling Program, former volunteer (2009)

National Association of Women for the Arts, volunteer (2008-present)

The Metropolitan Museum of Art, volunteer (2008)

References upon request