

JESSICA ELMAN



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EDUCATION

- Ithaca College Class of 2021, Bachelor of Science Integrated Marketing Communications, 3.70 GPA
- East Bridgewater High School Class of 2017, 4.0 GPA, Summa Cum Laude

SKILLS

- Public speaking
- Customer Service
- Organizational skills
- Intermediate in French
- Time management
- Creative writing
- Proficient in Microsoft Office
- Graphic arts

LEADERSHIP 2016-2017

- President of Foreign Language Honor Society
 - Led bi-weekly meetings, planned fundraising events and handled treasurer duties.
- Vice President of Key Club
 - Assisted weekly meetings and event planning and execution.
- Captain of Track & Field Team
 - Led team stretches and workouts and serve as a role model for younger athletes.

EMPLOYMENT

- Timekeeper at South Shore Hockey League (Sept. 2014-March 2017)
 - Organize data from youth hockey games
 - Control clock for games
 - Learned data organization and individual work skills
- Hostess/Cashier at Grand Slam Pizza & Pub (May 2016-Present)
 - Assist customers in restaurant and take-out
 - Complete work necessary to maintenance of restaurant
 - Learned customer service, teamwork skills

CAMPUS INVOLVEMENT

- Habitat for Humanity
 - Build homes for those in need in the Ithaca area.
- 180° Consulting
 - Provide pro bono communications consulting for local nonprofits.
- The Ithacan
 - Edit articles for grammar and fact-check prior to publication for Ithaca College's award-winning newspaper.
- The Odyssey Online
 - Create a variety of content on an online platform with other college students around the country.

VOLUNTEER EXPERIENCE

- Relay For Life
 - Participated in the walk at Endicott College for many years and helped set up and clean up.
- French tutoring
 - Weekly assistance with homework, test corrections and test preparation for a French II student.
- Key Club and National Honor Society
 - Worked as a group to plan events benefitting the community of East Bridgewater, such as elementary school holiday parties and senior citizen bingo nights.
- Religious community service group
 - Worked with Jewish peers to raise money and goods for many charitable donations, such as School on Wheels and local emergency departments.