

# Amanda Abdelaal

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## EDUCATION

**Montclair State University**, Montclair, NJ,

Major: Exercise Science concentration Clinical and Pre-Professional Studies, Minor: Sports Coaching

Bachelor of Science expected May 2021, GPA: 3.2

## RELEVANT COURSEWORK

*Exercise for Special Populations*: learn about how to prescribe exercise to people with certain illnesses and complete case studies based on the illness.

*Fitness Assessment and Exercise Prescription*: completed a multi-week exercise program for a 19 year old female and learned how to generally prescribe exercise to people.

## RELATED EXPERIENCE

**Paramus Orthopedic Physical Therapy**, Paramus, NJ

September 2019-Present

*Clinic Coordinator*

- Assist doctors in the office by getting all materials needed for patient and prepping table prior to visit.
- Demonstrate exercises for patients and follow them with exercises during appointment.
- Interact with patients on a daily basis by making conversation and having them occupied at all times.

**Paramus Medical & Sports Rehabilitation Center**, Paramus, NJ

January 2020- March 2020

*Physical Therapy Aide*

- Follow patients while they do exercises and demonstrate if needed
- Help doctors in the office by setting up patients table with hot/cold packs and medical file.
- File patients medical logs for next visits and scan into computer for record keeping.

## OTHER EXPERIENCE

**Judicke's Bakery**, Bayonne, NJ

September 2014-Present

*Assistant Manager/Counter Clerk*

- Handle money at register
- Managing bank accounts and setting up consultations with suppliers to discuss invoices.
- Schedule workers for store hours during the week and set up production schedule to make products.

**Montclair State University**, Montclair, NJ

*Admissions Ambassador, Undergraduate Admissions*

September 2019-Present

- Lead tours for incoming Freshman and answer all questions about university and try to sell the school
- Answer inquiry calls and return voicemails for Undergraduate Admissions and Inventory

*Pink Campus Team Member, Volunteer Position - Victoria's Secret*

September 2019-Present

- Coordinate Events with Campus Team Reps
- Social Media Promotions on Instagram such as making flyers and videos to attract clientele
- Stay involved with Campus Community by hosting giveaways and hosting events for students.

## SKILLS & CERTIFICATIONS

*Computer*: Proficient in Microsoft Word, PowerPoint, and Excel, Proficient in Social Media Branding and Advertising

*Language*: Fluent in Arabic (Can Speak and Understand)

*Certifications*: CPR/AED Certified, Basic Life Support Certified