

Dadley Mercharles

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State College, PA 16803

305-904-8733

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SKILLS

- Profile writing
- Creative writing
- Video production
- Customer service
- Verbal communication
- Written communication
- Multi Lingual
- Project Management

EXPERIENCE**Career Source of South Florida- Career Development Intern- Miami, Fl**

June 2016- August 2016

- Assisted guests with many government related concerns such as applying for food stamps and jobs
- Developed strategies for organizing files
- Collaborated with my co-workers in team projects
- Executed frequent inventory checks
- Managed the receptionist desk

Designer Shoe Warehouse-Cashier Associate- Willow Grove, Pa

January 2020- October 2020

- Provided customer service in retail
- Supervised the cash register
- Packaged items for shipping
- Organized my work environment

Hershey Entertainment- Hersheypark Leadership Development Intern- Hershey, Pa

May 2021- August 2021

- Managed POS System
- Accomplished different projects collaborating with my team
- Organized utilities
- Networked with Hershey professionals
- Attended leadership development workshops
- Interacted and aided customers

EDUCATION

The Pennsylvania State University, University Park

Broadcast Journalism with minor in Psychology

August 2021 - PRESENT

3.28 Cumulative GPA

Expected Graduation- Dec. 2023

ORGANIZATIONS

THON

September 2019-August 2021

- Participated in various fundraising activities

Sovereign Magazine - Penn State's First Magazine for Students of Color

August 2021-present

- Business Director as of September 22, 2022
- Plan and organize fundraisers
- Collect dues from members
- Create business plans
- Drafted and authored articles for our magazine on Editorial team
- Conducted interviews for articles with student business professionals, students, church, etc
- Collaborated with team members to produce articles and videos
- Magazine distribution

CLTRL CNTRL(Culture Central)- Penn State's First TV Show for Students of Color

October 2022-present

- Content creator
- Filmed protests against the Proud Boys
- Filmed "Together We Are" event