

# ALEXANDRA M. RIVERA

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## EXPERIENCE

### CHILD CARE • JUNE 2019 – AUGUST 2021

Monitoring two children ages 8 and 11. Responsible for chauffeuring both children for daily activities including swimming lessons and summer camps.

### CHILD CARE • JUNE 2019 – AUGUST 2021

Responsible for providing care for a child aged 6. Overseeing the child's daily activities including school, summer camps, library and other activities. Assisting with the implementation of virtual lessons.

### CAMP COUNSELOR • MOUNT SAINT DOMINIC ACADEMY SPORTS CAMP • JUNE 2016 - JUNE 2019

Mentoring children between the ages of 9-15 about the sport volleyball. While also facilitating communication between guardian/parent and participant(s).

### ENTREPRENEUR • ETSY SHOP • JUNE 2021 - PRESENT

Owner/Designer for self-owned Blue Hurricane Co. located within the Etsy shop.

### SALES ASSOCIATE • LION & CUB • SEPTEMBER 2021 – PRESENT

Working cashier whose focus is to provide customer service while also pricing and organizing new items/shipments. Also, helping with online orders in-store pickups.

## EDUCATION

### BACHELOR OF ARTS • AUG. 2019 - MAY 2023 • PENN STATE UNIVERSITY

Current Junior, Journalism Major within the College of Communications at Penn State University

### HIGH SCHOOL DIPLOMA • SEPT. 2015 - JUNE 2019 • MOUNT SAINT DOMINIC ACADEMY

High School graduate from the Catholic all-girl institution

## SKILLS

- Responsible
- Entrepreneurial Skills
- Friendly
- Adobe Photoshop

- Time Management
- Problem Solving
- Final Cut Pro
- Procreate
- Google Drive: Slides, Docs, Meets, Calendar, Sheets
- Adobe Illustrator
- Microsoft Office: Outlook, Word, PowerPoint, Teams
- iMovie
- Instagram
- TikTok
- Twitter

## **ACTIVITIES**

Mount Saint Dominic Academy- High School (2015-2019)

- Activities and Societies: Craft Club (President), Varsity Volleyball, Ambassadors Club, Cheer Team, Forensic Science Club, Newspaper Club, Key Club, Yearbook Club, Art Club

Penn State University- (2019- PRESENT)

- Activities and Societies: Thon Special Interest Organization: Ohana