

Jean Etersque

JE

Chemistry Research Assistant**2014 -Present**

I am currently a chemistry research student studying synthetic organic chemistry with the primary organic chemistry professor at Fairleigh Dickinson. In the lab I have refined my professional lab techniques, which are necessary to develop pure products and maximum yield while also deepening my understanding of the fundamental mechanisms of organic synthesis. The objective of my research project is to run an assortment of reactions to test the variability of organic compounds, such as substituted indazoles and heterocycles for potential applications in medicine. I am also proficient in the use of several analytical methods and instrumentation including NMR spectroscopy, UV-Vis spectroscopy, gas chromatography, fluorometry, TLC and silica gel chromatography.

Teacher's Assistant for Chemistry I Lab**2014**

I was a teacher's assistant for General Chemistry I Lab. During the lab period I actively worked with the students assisting them with the lab procedure, calculations and conversions, and encourage lab safety. I also kept the lab neat and orderly to maintain a safe work environment. I enjoy the job position because it gives me an opportunity to work closely with students and share my knowledge of math and chemistry with them. It is good practice for my future career as a chemistry teacher because I can test different methods of explaining and demonstrating ideas.

E-Mech Contracting, Inc.**2011-Present**

I work a part time clerical position at a millwright company. I chiefly organize, store, and review files, bills, and office stock. More specifically, my responsibilities include filing, payroll spreadsheets, posting to accounting software, employee benefit spreadsheets, invoicing, accounts payable, reviewing safety manuals, et al general office duties.

- **Occupational Safety and Health Administration, OSHA License**

Private Tutor**2012-2015**

I tutor middle school and high school students in math and chemistry preparing them for New York State Regents exams.

Bunger Surf Camp Instructor; Gilgo Beach, Long Island, NY**June 2011-August 2012**

Instructed children ages 8-16 how to surf; responsible for campers' safety in the water and on the beach, assisted in setting up camp, handed out and collected equipment, administered daily environmental lessons concerning weather/surf conditions and beach maintenance.

Achievements

- Gamma Sigma Epsilon Chemistry Honor Society
 - Fairleigh Dickinson University
 - Executive Officer: President
- Novartis Science Scholarship in Research Fellowship
- Novo Nordisk Summer Research Fellowship
- Schering Plough Undergraduate Research Scholarship
- Phi Omega Epsilon Honor Society
 - Fairleigh Dickinson University
- Fairleigh Dickinson University Honors List
 - Fall 2012, Spring 2013, Fall 2013, Spring 2014, Fall 2014, Spring 2015
- Mid-Atlantic Conference Honor Roll 2013
 - NCAA
- International Field Experience Japan
 - QUEST Teaching Experience III, Japan
- Girl Scout Bronze and Silver award Recipient
- National Honor Society and National Foreign Language Honor Society

Education

- **Fairleigh Dickinson University (GPA 3.97)**
 - Chemistry BS (Expected 2016)
 - Masters of Arts in Teaching (Expected 2017)

Activities

- President and chief event organizer of Gamma Sigma Epsilon Chemistry Honor Society
- Volunteer Math and Science Tutor
- Adult Girl Scout Volunteer
- Fairleigh Dickinson University-Florham Volleyball starter; 2 years/ Club Volleyball National Team; 3 years

Andrea E. Olsen

Objective:

To create a classroom environment in which students are excited to express themselves in Spanish and explore the culture of the Spanish-speaking world.

Education:

Graduate School of New Brunswick, Rutgers University, 2005 – 2008

- Completed M.A. in Spanish Translation
- Wrote and defended six-credit thesis
- Graduated with a 4.0 GPA

Rutgers College, Rutgers University, 1996 – 2000

- Completed B.A. with a major in Spanish
- Graduated with High Honors
- Inducted into Phi Beta Kappa Honor Society

University of Valencia, Spain, August 1998 – June 1999

- Participated in junior year abroad program through Rutgers University
- Completed 30 credits as a directly-matriculated student

University of Salamanca, Spain, 1997

- Participated in a summer immersion program

Work Experience:

Biotechnology High School, Freehold, NJ, September 2006 – Present

Tenured International Baccalaureate and Advanced Placement Spanish Teacher at Biotechnology High School, ranked #14 nationally and #2 in New Jersey by U.S. News

- Teach International Baccalaureate Spanish, Advanced Placement Spanish, and Spanish 3
- 99% passing rate among 2013-2015 IB Spanish candidates
- Serve as a global IB assessment examiner
- 2015 AP Spanish Language and Culture average exam score: 4.5
- Developed and wrote curriculum for both Spanish 5 senior elective and AP Spanish
- Have taught Spanish levels 2 and 3 to freshmen, sophomores, and juniors

Advisor, Spanish Honor Society

- Reactivated our school's chapter
- Organize the annual induction ceremony for new inductees
- Plan events and fundraisers
- Run annual multicultural fair
- Work on community outreach, including a local health fair in September 2014

Andrea E. Olsen

Curriculum Focus Group Coordinator for World Language

- Oversaw curriculum and assessments for five district high schools in 2014-2015
- Worked with district administration to deliver professional development to all district world language teachers

Class Advisor, Class of 2010

- Organized and planned all events and fundraisers from 2006-2010

Freehold High School, Freehold, NJ, September 2002 – June 2006

Tenured Spanish Teacher

- Taught Spanish levels 1-3
- Participated in curriculum writing for Spanish 2

Outdoor Track Head Girls' Coach

- Designed and implemented workouts for individual athletes
- Planned and hosted a Shore Conference freshmen/sophomore meet
- Completed all paperwork for entering invitational meets

Indoor Track Assistant Coach

- Aided the head coach in designing and implementing workouts for individual athletes

Collier High School, Wickatunk, NJ, October 2000 – June 2002

Spanish Teacher

- Taught Spanish levels 1-4

Publication:

Translation of "La muerte cautiva" ("Death in Captivity") in *Metamorphoses*, Fall 2009

- Semi-annual journal of the Five College Faculty Seminar on Literary Translation
- Translation of work of critically-acclaimed contemporary writer Cristina Fernández-Cubas, from her book *Cosas que ya no existen (Things That No Longer Exist)*

Honor:

October 2007, La Jornada Literaria

- Invited to speak at the Annual Graduate Student Conference of The Department of Spanish and Portuguese at Rutgers University
- Presented on hypotaxis and other difficulties translators face

Randi Green

CERTIFICATIONS

- New York State Permanent Certification in School Counseling, K-12
- Connecticut State Provisional Educator Certification in School Counseling, K-12
- Certificate in College Counseling

COUNSELING EXPERIENCE

Greenwich High School

Greenwich, CT

College and Career Counselor

August 2006-Present

- Counsel a diverse population of students and parents on all aspects of the post-secondary planning process
- Provide individual assistance with interest inventories, course selection, college searches, applications, essay writing, interviewing, standardized testing, NCAA regulations and financial aid
- Conduct workshops on the college admissions process, interviewing, resume and essay writing, and financial aid
- Plan and execute an extensive College Night with representation from over 250 colleges annually
- Instruct students and parents on the use of Naviance and serve as Site Manager
- Senior Internship Coordinator:
 - Organize and implement an internship program for approximately 475 seniors annually
 - Shifted the program to a digital platform by working extensively with a software developer for 4 years
 - Recognized by Headmaster for leadership of the program
- Develop and execute Student Success Plans in Naviance
- Tour colleges and attend relevant workshops and conferences whenever possible, including annual NACAC conference
- Schedule and host individual college representative visits in the Career Center and sit in on as many as possible
- Skilled in Common Application
- Contact admissions representatives to advocate for students
- Attend and present at various workshops for parents and students including the Junior College Kickoff, Financial Aid Night, PTA College Panel, and Spring Sophomore Parent Program
- Member of Student Stress Study Committee, focused on assessing contributors of stress that are within the purview of our school to address (2015-2016)
- Member of the district-wide Vocational Education Services Committee (2013-2016)
- Member of the Capstone Committee, charged with developing and implementing Capstone experiences for all students in accordance with new state guidelines (2011-2013)
- Developed and coordinated Career Awareness Week
- Plan and coordinate Alumni Return Day
- Administer and proctor AP and PSAT exams
- Conduct sophomore classes on interpreting PSAT scores, career exploration and resume writing
- Class of 2014 Advisor (2010-2014)

SAT Test Center Supervisor

August 2007-September 2010

- Maintained testing standards in accordance with Collegeboard regulations for 5 exams annually

Pacific Ridge School

Carlsbad, CA

Associate Director of College Guidance

August 2014-June 2015

- Counseled a caseload of 50 students and their families on the college application process and supported their admission through letters of recommendation and advocacy calls
- Presented at various parent and student events including monthly parent coffees, Junior College Night, Financial Aid Night, NCAA Night, and Senior Tailgate
- Held lunchtime junior workshops to support college exploration
- Scheduled college representative visits and sat in on over 50 of them
- Helped coordinate the 2015 Coastline Case Studies program
- Organized the school's first-ever Summer Opportunities Fair
- Converted all student and parent and questionnaires to electronic surveys in Naviance so data could be stored in a student's account
- Ran Slide Room workshops with seniors submitting arts supplements
- Created Alumni Ambassadors in Naviance
- Traveled to urban and rural China with seventeen 9th graders on a two-week immersion trip

- Strategized student success as a member of the 10th grade team
- Implemented 10th grade college guidance curriculum
- Created Arts and Summer Opportunities resource pages in Haiku
- Volunteered at the NACAC College Fair in San Diego

Academic Study Associates

New York, NY

College Counselor

Summer 2008

- Conducted workshops and provided one-on-one college counseling to high schools students at Columbia University

State University of New York, Maritime College

Bronx, NY

Career Counselor

September 2005-August 2006

- Planned and implemented an extensive career counseling program for 1,275 graduate and undergraduate students
- Counseled and assisted students on issues related to internships, permanent placements and graduate school
- Assisted students with graduate school applications and arranged graduate school fair
- Initiated and maintained relationships with company recruiters and facilitated fall and spring career fairs
- Conducted resume and cover letter writing workshops and held mock interviews
- Coordinated on-campus interviews and company presentations
- Organized and managed all aspects of winter and summer Cadet Observer
- Created and implemented "Career Basics" presentation for freshman business classes
- Coordinated Dressing and Dining for Success workshop with other faculty and staff

Mineola High School

Garden City Park, NY

School Counseling Intern

Feb 2005- May 2005

- Handled all phases of student counseling including college exploration, scheduling, academics and social needs
- Prepared college applications, wrote recommendation letters and aided students with college application essays

OTHER EMPLOYMENT EXPERIENCE

Bed Bath & Beyond

Farmingdale, NY

Marketing Assistant

June 2004-July 2005

- Aided in the planning and execution of grand openings and all forms of mass communication associated with them

Lowe Worldwide

New York, NY

Assistant Media Planner

2002- 2004

- Assisted in the media placement of advertising campaigns for Johnson & Johnson brands

EDUCATION

UCLA Extension

Westwood, CA

- Certificate in College Counseling

March 2011

Hofstra University

Hempstead, NY

- Master of Science in Education, School Counseling (graduated with distinction)
GPA: 3.95/4.0

May 2005

University of Florida

Gainesville, FL

- Bachelor of Science, Advertising

June 2002

PROFESSIONAL AFFILIANTIONS

National Association for College Admissions Counseling (NACAC), Member

New England Association for College Admissions Counseling (NEACAC), Member

Lynn University, Advisory Board Member 2015-2017

High Point University, Advisory Board Member 2014-2016

COMPUTER SKILLS

Proficient in Microsoft Office, Naviance, MonsterTrak, O*NET, StarBase. Aspen

SARAH BERMAN***EDUCATION***

UTAH STATE UNIVERSITY, LOGAN, UT (DISTANCE)

Bachelor of Science in Communication Sciences and Disorders, May, 2017

FLORIDA STATE UNIVERSITY, TALLAHASSEE, FL

Bachelor of Art in Art History, May, 2016

Minor in Communications

Deans' List: Fall 2014, Spring – 2016

CULTURAL/LANGUAGE EXPERIENCE

- Study Abroad Florence, Italy December 2014 - May 2015
- Conversational, Italian, Spanish and French

WORK EXPERIENCE**BOSAL USA**

BUDD LAKE, NJ

Communications Intern - May 2015 - August 2015

- Attend meetings, conventions and civic events to promote and market product and services and maintain community alliances
- Schedule events, assist with administrative duties, organize logistics at trade shows and events including food, entertainment, decorations, and the collection of entrance fees
- Plan and organize the acquisition, design, storage, and exhibition of materials. Work directly with Communications Director to select themes, designs, and implementation of exhibits
- Monitor event activities to ensure customers are satisfied and leads are secured; resolve problems that arise with participants with regard to registration, and cultivate an environment to promote as well as solidify brand
- Coordinate services for events, such as travel arrangements, accommodation, transportation, signage, printing, displays and the coordination of all special needs requirements

MUSEUM OF FINE ARTS

TALLAHASSEE, FL

Intern - August 2014 - December 2014

- Participate in the development of online marketing strategy to promote institution
- Research effective learning strategies relating to special populations
- Create lesson plans and lead art classes with groups ranging from K-12 to special needs adults
- Work with Director to assist with the writing and overall review of grant proposals, journal articles, institutional reports, and publicity materials; assist with the selection of themes, marketing events, development of exhibit space and materials
- Maintain and assist with the development of the institution's registration, cataloging, and basic record keeping systems using computer databases
- Design, organize, or conduct tours, workshops, and instructional or educational sessions to introduce and endorse the arts as well as the institution's facilities and materials

THE GYMBOREE CORPORATION

CHESTER, NJ

2009 - 2013

- Greet customers and ascertain customer requirements, expectations
- Describe merchandise and explain care of merchandise to customers
- Recommend, select, and help locate or obtain merchandise based on customer requests
- Compute sales prices, total purchases and receive and process cash or credit payment as well as resolve discrepancies
- Maintain knowledge of current sales and promotions, store policies and security practices
- Loss/prevention - recognize and trained how to prevent security risks and thefts

Mountain Lakes High School Graduates 2016

Jessie Catherine Adipietro
Michael Aiello
Emily Elizabeth Allieri
Daniel Allison
Sabri Almosbeh
Giulia P. Arpino
Griffin Gregory Baker
John Alexander Becker
Jack Bedard
Sarah Bedard
Robert Christian Beiermeister
Megan Cecelia Beltran
Trevor Gerald Benedetto
Elizabeth Weichi Bescherer
Jill Marie Boehmcke
Felix Barend Boerstoele
Richard Cameron Bonsell
Christopher John Boyhan
Jane Carol Brennan
Matthew Jerome Brennan
Meaghan Elizabeth Cabassa
Luke Alan Calacci
Isabel Nicole Capodanno
Mark Adam Cappuccitti
Corinne Anne Carmiche
Alexa Marie Castellana
Sarah Hope Chapman
Bridget Anne Charlton
Eric Chen
Sophia Chuan
Cole Charles Cochran
Ashley L. Conner
Elli Abigail Cooper
Thomas Joseph Costello
Dimitri John Couwenberg
David Gerard Cronin
Michael Edward Cronin
Johnny Cruz
Meghan Ann Cuzzo

Noah Mark Krupnick

Alexa Tatiana Czartorysky
Royal Thomas Daniel IV
Olivia Grace Danzi
Sara Anne Davidson
Taylor Frances Deckenbach
Michael John DelMauro
Zachary Michael Dexter
Blake Chistopher Lyder Dignes
Gaetano Emanuele DiMaggio
Andrew John Dinka
Kelly Mairead Dowling
Peter John Droggitis
Sebastian A. Eulig
Graham D. Falk
Romy Felsen-Parsons
Emilee Josephine Fernandez
Nicholas Michael Fiacco
James Joseph Frank
Ryan Peter Frawley
Michelle Fu
John Joseph Galluzzi
Jillian Emily Gellman
Joe Edward Goodwin IV
Dylan Joseph Gottesman
Christina Anais Graf
Ian M. Graham
Morgan Riva Headden
Brishen Emil Bowles
Nathan Aaron Henry
Avery Elizabeth Holland
Lindsey Nicole Hunter
Paige Elizabeth Hunter
Patrick Stephen Ippolito
Elise Arietta Johnson
Julia Vail Kaufmann
Jordan Daniel Kern
Lucas John Kessler
Danielle Victoria Klingener
Emily Anne Krupnick
Julie Beth Krupnick
Amanda Nicole Riley

Mountain Lakes High School Graduates 2016

Michael Kuchinski
Paige Marie Lang
Cole Thomas Langlois
Alexander William Aristide Laurenzi
Kevin Robert Lenthe
Shoshana Leah Levine
Emily Lilian Lin
Sam T. Loeffler
Jamie Alexander Lowenstein
Erica Hope Luing
Taylor Marie Marsden
Abigail Claire Marshall
Olivia Elizabeth Matalon
Emily Patricia Maute
Ryan John McLaughlin
Daniel Alexander Menack
Adayla Grace Michalowicz
Shelby Anne Moench
Brendan Reid Monteleone
Connor H. Moran
Chester Frederick Morgis
Kelly S. Mourtzanakis
Kahini Mutsuddi
Katherine Ning*
Daniel Anthony Onorati
Victoria Marie Ough
Lisa Marie Palazzi
Camellia Kathleen Parsa
Matthew James Patierno
John B. Pentaleri
Carina Marie Pizzano
Owen T. Plante
Adam Roland Plonski
Lauren Nicole Poole
Michael Andres Pustroem
Julia Katherine Gunn Raffetto
Srinivas Rajagopalan
Thomas Cole Rappleye
Jessica Caitlyn Riccardi

Andres Rodriguez
Thomas Charles Roller
Grainger Hahn Rosati
Victoria Ann Rose
John Harold Rosseland
Quinn C. Rozanitis
Mary S. Sauerland
James G. Schicke
Salonee Samir Shah
Cade J. Siddron
Bridget Ann Smith
Jacob Christian Spagnola
Casey S. Tang
Nathan Alexander Tarino
Alexander Thomson
Marisa Renata Trapani
Reagan Whitney Tripucka
Constantine George Zachary Tsilikos
Kara Nicole VanDooijeweert
Christian Johannes van Dyke
Sandiya Venkatesh
Simona Virga
Cooper John Vorel
Christiana Stacey Walek
Wing Lam Vivian Wan
Lindsay Athena Wang
Hannah A. Werling
Grace Elizabeth White
Emma Luise Wolkenstein
Joshua Thomas Wright
John Paul Wyciskala
Oleg A. Yakovets
Kimberly Yi
Vivian Fang Yi
Kara Jill Zimmermann
*-Will participate in ceremony but will receive diploma from home District