

Stephanie Perez

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ACADEMIC BACKGROUND:

<u>Degree</u>	<u>Year</u>	<u>University</u>	<u>Major</u>
B.S.	2024	New York City College of Technology City University of New York (CUNY) Emphasis: <i>Fashion Merchandising Administration</i>	Business and Technology of Fashion
A.S.	2021	New York City College of Technology City University of New York (CUNY)	Business and Technology of Fashion

Professional license or certification:

CUNY Certification, Sexual Harassment, Gender-Based Harassment and Sexual Violence Student Curriculum, Fall 2023, New York City College of Technology, CUNY, Online

<http://www.citytech.cuny.edu/title-ix/>

PROFESSIONAL EXPERIENCE:

<i>Private Tutor</i>	<i>Freelance, NY</i>	<i>September 2020- Present</i>
	<ul style="list-style-type: none">• Tutored students from 3k-5 on various school subjects throughout the school year.• Developed lesson plans to further increase student comprehension of struggling subjects.• Assisted students with homework and provided feedback.• Lectured Spanish-speaking students to develop their English language skills.• Revised student's work to improve their overall grade point average by 15%-25%.	
<i>Coordinator</i>	<i>Max Construction Corp, NY</i>	<i>May 2021- November 2021</i>
	<ul style="list-style-type: none">• Monitored and screened calls to address comments, concerns, and questions regarding the services the company offered.• Provided translation to assist laborers in understanding the needs of clients.• Assisted with work schedules and meetings to explain upcoming projects, work assignments, and post-project evaluation.• Created spreadsheets in Excel to track and budget materials for current/future projects.• Create invoices for potential/current clients on projects.	

Crew Member

Dunkin' Donuts LLC

August 2020- March 2021

- Interacted with customers in a friendly professional manner.
- Prepared and served drinks, food, and pastries to customers promptly.
- Managed the cashier register to ensure all cash and credit transactions were successfully processed.
- Maintained and sanitized work areas and common areas to ensure a clean environment for both customers and food handling.
- Managed efficient stock in-store inventory by monitoring stock levels every week.

INTERNSHIP EXPERIENCE:

Business and Development

DOORS NYC

Fall 2023

Marketing intern

- Employ/cultivate new relations with multiple designers to work collaboratively on their businesses and brand
- Analyze current fashion trends to be utilized by designers to maximize awareness.
- Investigate designers and brands from different countries to be modeled in the U.S.
- Transcribe data for potential leads on collaborations with new designers in different areas to be reviewed by managers.
- Composing emails and marketing material to gain potential business with new clients.

PROFESSIONAL DEVELOPMENT:

- *Attended PDC - CUNY Tech Prep Info Session & Pitching Yourself* at New York City College of Technology CUNY on October 13, 2023, From 12:00 pm to 1:00 pm
https://us02web.zoom.us/j/86125015393?tk=xc8Oywa7x_sjkQOwYdZFJxZSNVwYL0ueyoKW5v0j0aM.DQQAAAAUDXNxYRY4QW10dWxVMIR2R1F5NEdCWF83RmFnAA&pwd=b0R4OGU5VnFUTnBGdVFkWU8vTFJjUT09
- Attended Discover a Career in Merchandising at TJ Maxx & Marshalls (TJX Companies) on September 29, 2023, from 10:00 am to 11:00 am

EXPERIENTIAL LEARNING:

- The Met “Camp: Notes on Fashion” Exhibition, Village Pizza, 405 Lexington Ave, New York, NY 10174 on September 8, 2019, 2:00 pm. Applied information for extra credit for 20th Century Dress and Culture.
- “French Fashion, Women, and the First World War” Brad Graduate Center, 18 W. 86th St., Manhattan on November 6, 2019, 3:00 pm. Applied information to a short paper on the textiles of the garments for 20th Century Dress and Culture.

SOCIAL MEDIA:

- LinkedIn, Instagram, Tik Tok, Twitter, Facebook, Pinterest

COMPUTER SKILLS:

- Microsoft Word, Canva, Excel, Google Sheets, Google Doc

DATABASE:

- MondayDB

LANGUAGES:

- Spanish, English