



PETER SERAPHINE

PROFILE

A creative, professional and organized, very imaginative with a keen eye for details, As an individual, work confidently, and efficiently. Collaboratively, will innovate inside, and ideas for new concepts that maintain the standards of the changing trends

EDUCATION

19 |
10 | PRESENT

New York City College of Technology/CUNY, Brooklyn
Bachelor of Technology in Communication Design
Member of the National Society of Collegiate Scholars

PROGRAMS



RELEVANT COURSE WORK

Advertising Design I : Developed Cooperate Identity
Communication Design II: Created Ad Campagins
Typography III: Digital Magazine, Layouts, Typographic Terms
Web Design I: Intro to HTML and CSS
Web Design: Adv XHTML and CSS
Wed Design III: Design Studio (Intro to PHP)
Dynamic Web I - Web 2.0 (Intro to Java)

PROFESSIONAL EXPRIENCE

08 |
15 | PRESENT

New York College of Technology School of Professional Studies Dean's
Office College Assistant

- Schedule appointments for the Dean, and his Eexecutive Assistant
- Design complete Websites for various events
- Create school brand artwork such as logo's and letter head
- Performs routine clerical work; may answer and attend to telephone calls
- Maintain records, operate office machines (such as copier), sort and distribute mail, issue keys and identity cardsact as messenger,and perform related task as required.
- Performs clerical library work, such as sorting, and shelving books, performing data entry into library system, or binding books and perodicals
- May operate computers, computer software, and other electronic equipment in performing assigned task

TECHNOLOGY



Volunteer

Shop Steward
Mitigated between the union and management to settle grievances of unionized employees approved for disciplinary actions by management. Negotiated for annual increments based on managerial contract for the union employees.

Awards

Employee: Saponifier | [Dominica Coconut Production](#)
Ten year award for outstanding Performance for saponification

Achievements

[National Library of Poetry](#)
Received an outstanding achievement in poetry based on merit.
[UNESCO Sanctioned Writers Workshop](#)
Improved theatrics.