

MICHAEL D. HARPER

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PROFILE

Currently living at home in Kenmore, NY. Completed undergraduate studies at Syracuse University, graduated in May 2014 with a double major in History and English/Textual Studies. Born in Incheon, South Korea; adopted and raised in Buffalo, New York. Graduated from St. Joseph's Collegiate Institute in 2010.

EXPERIENCE

PAPER DELIVERY, METRO COMMUNITY NEWS: 2002-2010

Prepared and delivered the paper and any advertisements every weekend. Efficiency a key skill for delivery as well as independence; supervision was rarely required.

ASSOCIATE, DOLLAR TREE; BUFFALO, NY: 2010-2014

Main duties at Dollar Tree include cashier work and stocking. Efficiency and a friendly attitude held in high regard, along with the ability to work independently with little assistance from managers.

RESIDENT ADVISOR BREWSTER HALL: FALL 2011 - SPRING 2012

Worked as a resident advisor. Duties included planning floor activities, interacting with residents throughout the complex, serving as a role model and RA responsibilities (working desk shifts, patrolling building after hours, etc.)

FULLCIRCLE MULTICULTURAL PEER MENTOR ADVISOR - SPRING 2012 - SPRING 2014

Worked as a peer mentor through the Office of Multicultural Affairs at Syracuse University, duties included monthly meetings with faculty advisors as well as weekly meetings with students (anywhere from two to ten per group). Received OMAs fullCircle Mentor of the Year award in May 2012 and selected as Peer Mentor Advisor for 2013-14 school year.

FE COORDINATOR/ACCOUNTING, WEGMANS FOOD MARKETS, INC: AUGUST 2014 - PRESENT

Began work as a cashier before moving to the customer service desk. Currently split time between accounting office and front end supervision. Work with a team of coordinators to provide excellent care to customer and cashier needs and concerns, ensuring the best possible shopping experience. Accounting procedures include sorting and logging money, often while working alone.

EDUCATION

Syracuse University, College of Arts and Sciences, 2010-2014 **cumulative GPA 3.4** Graduated w/ bachelors degree
May 2014

St. Joseph's Collegiate Institute, Buffalo NY 2006-2010 Graduated: NYS Regents Diploma

SKILLS

Able to work well with others and independently if needed. Writing, reading and communicating have always been very strong; perfect 800 score on SAT Critical Reading as well as 5's on AP Literature and Composition, European History, US History and a 4 on Language and Composition. Good knowledge of computers (including Microsoft Word and Powerpoint). Willing to learn any new skills that will benefit job performance.