

Trevor Traveler

(111) 111-1111 | abc1234@psu.edu | www.linkedin.com/trevor-traveler

EDUCATION

The Pennsylvania State University, College of the Liberal Arts
Bachelor of Arts in Economics
Smeal Business Fundamentals Certificate

University Park, PA
Graduation: May 2024
GPA: 3.15 / 4.00

IES Abroad: Business and Economics of Italian Food and Wine
Economic Policy in the EU and its Impact on Global Food Markets

Siena, Italy
January 2022 – May 2022

Relevant Courses:

- International Business Operations
- Econometrics
- Globalization
- International Economics

RELATED EXPERIENCE

XYZ Consulting Firm

New York, NY

Risk Management Intern

May 2022 – August 2022

- Researched client information and standard industry codes to assist underwriters in best identifying risks associated with company operations
- Analyzed international and domestic policy reviews to ensure consistency and correctness in policy coverage
- Performed reconnaissance on prospective clients to guarantee that any potential liabilities in taking on the new client are kept at a minimum and that they will be a stable source of income
- Evaluated and maintained Protected Health Information for company clientele in accordance to HIPAA

WORK EXPERIENCE

Penn State Resident Life

University Park, PA

Resident Assistant

August 2022 – Present

- Assist residents in developing a meaningful community that supports and promote the ideals of personal and academic responsibility and engaged citizenship
- Help residents with academic, personal, and social matters within purview, making crisis referrals when appropriate
- Educate residents about their role to abide by university regulations and policies
- Attend all Residence Life and environment-specific staff meetings and training programs
- Maintain appropriate confidentiality regarding students' records and incidents

Lion Line Telefund

University Park, PA

Student Caller

October 2021 – January 2022

- Maintain knowledge about Penn State, acting as a good-will ambassador and foster relationships with alumni
- Perform outreach via phone to up to Penn State alumni per shift, encouraging Penn State connection as basis for fundraising
- Maintain full time course load while working up to 20 hours per week, fulfilling both student and worker responsibilities

ACTIVITIES

International Business Association

University Park, PA

General Member

August 2021 – Present

Economics Association

City, State

General Member

August 2021 – Present

SKILLS

Technology: Microsoft Excel, Microsoft Word

Language: Italian (Intermediate)

GLOBAL EXPERIENCES

Countries Traveled: Italy, Germany, Spain, France, England, Egypt, Portugal, Canada, Poland