

# Kareer A. Cademee

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I have the following skills to offer your company for the position as environmental aide.

- Marketable computer data analysis skills
- Vocabulary and knowledge of environment and laboratory procedures
- Organizational and communication skills

**EDUCATION:** Anticipated graduation date - June 2011, East Islip High School, East Islip, NY 11766

**FUTURE PLANS:** Attend a Long Island college to study Environmental Science.

## 21<sup>st</sup> CENTURY WORKPLACE COMPETENCIES

<b>Academic Achievements</b>	<ul style="list-style-type: none"><li>• Successful completion of the Environmental Career Academy which included integrated academic courses with project based learning and content related to this career area.</li><li>• Successful completion of three Ford Partnership for Advanced Studies inquiry based units which included:<ul style="list-style-type: none"><li>We All Run on Energy</li><li>Energy from the Sun: Biomass</li><li>Is Hydrogen a Solution</li><li>Closing the Environmental Loop</li></ul></li><li>• Certified "Workforce Ready" by my Career and Technical Education Department.</li></ul>
<b>Environmental Career Academy Courses</b>	<ul style="list-style-type: none"><li>• Technology 1</li><li>• Environmental Science</li><li>• Business Communications</li><li>• Marketing</li><li>• Business Analysis</li><li>• Financial Literacy</li><li>• Google Docs</li><li>• Applied Environmental Math</li><li>• Engineering I</li></ul>
<b>Critical Thinking Skills</b>	<ul style="list-style-type: none"><li>• Identified a community problem such as the increased graffiti on buildings in Participation in Government class. Gathered information, interviewed town officials, and made a presentation to the class on how to solve the problem.</li></ul>
<b>Use of Technology</b>	<ul style="list-style-type: none"><li>• Obtained the knowledge of Windows 7.0, Microsoft Office 2007 (Word, Excel, PowerPoint and Access) and the Internet, through my Business Computer Applications class.</li><li>• Installed new software in Computer Applications class.</li><li>• Found and solved problems related to computer software or hardware in engineering class.</li></ul>
<b>Using Information and Resources</b>	<ul style="list-style-type: none"><li>• Visited marine life research center and learned about the wildlife on Long Island. Information provided served as a research for science experiment on preservation project.</li></ul>
<b>Team Collaboration</b>	<ul style="list-style-type: none"><li>• As part of a five-member team, researched and studied Long Island's ground water problem in biology class. Presented paper on environmental hazards and proposed solutions.</li><li>• Participated in school's annual Math Olympics in which my team placed third in the competition of twenty five teams.</li></ul>
<b>Work Ethic</b>	<ul style="list-style-type: none"><li>• Demonstrated the ability to begin and complete a project on time and to quality satisfaction of my classroom instructor and employer.</li><li>• 99% attendance rate at school and work.</li></ul>
<b>Leadership Skills</b>	<ul style="list-style-type: none"><li>• Active member of the Business Environmental Club.</li><li>• Crew Chief for student faculty plays.</li><li>• Varsity Winter Track team member.</li><li>• Student Council Representative during junior and senior years</li></ul>
<b>Workplace Experience</b>	<ul style="list-style-type: none"><li>• <b>Office Assistant</b>, AAA Engineering Information Network, Islip, NY. 10/09 to present. Duties include: Faxing, filing, phones and computers.</li><li>• <b>Field Visit to the Florida Keys</b> for the purpose of examining the floriculture and its relationship to the environment.</li><li>• <b>Student Intern</b> - Explored the field of environmental science through a fifty-hour internship at Suffolk County Water Authority in Sayville, NY.</li><li>• <b>Field Visit</b> - Explored the field of waste management through a four-hour visit to Suffolk County Government Waste facility.</li><li>• <b>Community Service</b> – member of Key Club, which lead the project of keeping the parks clean from litter in East Islip.</li></ul>