

Jessica Carrieri

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EDUCATION

The Pennsylvania State University

University Park, PA

Master of Science

May 2023

- **Major:** Human Resources & Employment Relations | **Minor:** Psychology | **GPA:** 3.84
- **Awards:** Dean's List Spring 2021

The Pennsylvania State University

University Park, PA

Bachelor of Science

May 2022

- **Major:** Labor & Employment Relations | **GPA:** 3.90
- **Awards:** Dean's List Fall 2018, Spring 2019, Fall 2019, Spring 2020, Fall 2020, Spring 2021

PROFESSIONAL EXPERIENCE

Almo Corporation

Philadelphia, PA

Talent Acquisition Intern

March 2021 – August 2021

- Recruited 60 full time and seasonal employees and 1 lead for 8 Distribution Centers across the United States
- Utilized Indeed and an applicant tracking system to screen candidates, then extended offer letters through DocuSign
- Assisted in salary benchmarking and learning and development projects
- Refined communication, attention to detail, conflict resolution, critical thinking, time management, and analytical skills

Target

Milltown, NJ

Fulfillment Team Member

June 2020 – January 2021

- Fulfilled customer orders for same-day in-store pickup and drive-up and for shipment outbound from the store
- Assisted customers on the floor by answering questions and providing guidance on location and inventory data
- Improved leadership, adaptability, and interpersonal skills while filling approximately 250 orders per shift

Educational Testing Service (ETS)

Princeton, NJ

Reading Management System (RMS) Intern

May 2019 – June 2019

- Traveled to an Advanced Placement reading site to perform tasks in RMS and scan score sheets into the system
- Provided technical support on a team of 10 interns while interacting with 2 Chief Readers and 10 ETS managers
- Configured system hardware, generated RMS reports twice daily, managed reader lists, and entered daily schedules

LEADERSHIP & INVOLVEMENT

Society of Human Resource Management

University Park, PA

Active Member

September 2019 – Present

- Attend professional development workshops, participate in case studies, and advance networking skills
- Discuss current event topics such as artificial intelligence, benefits, and motivation

United Students Against Sweatshops

University Park, PA

Active Member

September 2019 – Present

- Investigate labor conditions in factories that produce collegiate apparel around the world

Sigma Sigma Sigma, Beta Upsilon Chapter

University Park, PA

Founding Active Member

February 2019 – Present

- Create bylaws for future members to follow, recruit new members, and develop the logistics of the organization

Philanthropy Committee

January 2021 – Present

- Plan 4 philanthropy events a semester to raise money for Sigma Sigma Sigma's Philanthropy March of Dimes

Campus and Community Involvement Committee

January 2020 – December 2020

- Helped 150 members achieve 8 community service hours per semester by planning volunteer opportunities

Game Day Committee

August 2019 – December 2019

- Worked to plan football game day events with 5 other committee members for the entire chapter

Education Committee

February 2019 – May 2019

- Organized study rooms and tutoring resources with 5 other committee members for the entire chapter

Stat 200 Teaching Team

University Park, PA

Learning Assistant

January 2019 – Present

- Attend weekly lab meetings with the 30 members of the statistics faculty
- Lead 90 Stat 200 students through 2 weekly labs
- Foster a positive learning environment by offering support and answering questions

THON Organization

University Park, PA

Active Member

September 2018 – Present

- Organize 15 events across campus to raise money for children with cancer along with 130 fellow members