

Matthew Bronstein

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EDUCATION

The Pennsylvania State University, University Park PA

Bachelor of Science in Labor and Employment Relations

Master of Professional Studies in Human Resources and Employment Relations

Minor in Psychology, GPA:3.98

Anticipated Graduation: May 2024

May 2025

Dean's List (Spring 2021 – 2023)

Awards

2023 Chartwell Investment Partners Scholarship Award: Awarded to a full-time graduate student enrolled or planning to enroll in Human Resources and Employment Relations, who has achieved superior academic records or who manifest promise of outstanding academic success

Course Work

Work Attitudes and Motivation

International Human Resource Studies

Staffing and Training Strategies in Organizations

Employment Relationship: Law and Policy

Selection and Assessment in Organizations

Human Resources Fundamentals

WORK EXPERIENCE

HR Advisor Intern

Paychex

Rochester, NY

June 2023 – August 2023

- Completed comprehensive training on federal and state-wide labor law, enhancing my expertise in HR compliance
- Actively participated in frequent seminars aimed at expanding and refining my knowledge of HR practices and regulations
- Engaged in regular mentoring sessions with my HR Business Partner mentor, collaborating on research to assist existing clients
- Gained invaluable experience by observing and supporting my HRBP mentor during client meetings, further developing my understanding of practical applications of labor laws and HR best practice

Supervisor and Waiter

Fiesta Pizza III

Philadelphia, PA

May 2021 – July 2022

- Provided leadership and oversight to a team of seven cooks, drivers, and waitstaff, ensuring prompt order preparation and delivery
- Fairly allocated tips among employees, fostering a collaborative and equitable work environment.
- Delivered comprehensive training to new hires in various areas including waiting, bussing, customer service, and cashing
- Efficiently addressed and resolved customer complaints, including issuing refunds to dissatisfied patrons

RELEVANT EXPERIENCE

Undergraduate Research Assistant

The Pennsylvania State University

State College, PA

February 2023 – April 2023

- Assessed leadership and social competencies of three life-science graduate students, preparing them for future interviews
- Conducted in-depth research on relevant job sectors to design and facilitate mock interviews specifically tailored for leadership assessments
- Delivered constructive feedback reports to guide graduate students in identifying and developing key leadership competencies, fostering their overall growth and success

EXTRA CURRICULAR ACTIVITIES

Theta Chi

September 2022 - present

- Participated actively in various philanthropic events aimed at fundraising for THON, including securing first place in Homecoming and achieving second place in Greek Sing.

Society For Human Resource Management

September 2022 - present

- Served as a recruitment chair and attended a variety of different guest lectures gaining networking experience and insight into the human resources field

Deloitte Leadership Development Center

October 2022

- Successfully completed a range of job-related exercises, receiving tailored feedback from I/O PhD students at Penn State and professionals from Deloitte

SKILLS

Google Drive, Microsoft PowerPoint, Microsoft Word, Outlook, and Windows 10