**GRIFFIN P. TIMONEY**

25 Osborne Pl. Rockville Centre NY 11570 • (516) 582-4094• gt83386n@pace.edu

**OBJECTIVE**

To gain experience and exposure in the communications and marketing industry.

**WORK EXPERIENCE**

|  |  |
| --- | --- |
| Churchills - Rockville Centre, NY | June 2008 – Present |

*Waiter/Host/Service Support*

* Responsible for patrons orders of food and beverages
* Established a relationship with many different patrons
* Gained a range of knowledge of the restaurant business
* Assisted in pre-shift and post-shift side work

**Pace University Media Communication Lab**  - Pleasantville, NY October 2011-Present

*Lab Assistant*

* Responsible for leasing media equipment to students.
* Install software upgrades to all hardware.
* Proctor Exams

**EDUCATION**

**Pace University**, Pleasantville NY September 2011- Present

*Bachelor of Arts in Media Communications*: expected May 2015

Minor in Marketing

**COURSEWORK and SKILLS**

**Courses**:

*Journalism*

* Learned about the different parts to a news article
* Developed stories and wrote articles.

*Reporting*

* Wrote stories for in class presentations.

*Public Speaking*

* Presented fake sales pitches for products

*Social Media*

* Worked with various different social media sites (Facebook, Twitter, Tumblr, Flickr, Insatgram)

**Computer Proficiencies**:

* Microsoft: Word, and PowerPoint
* Facebook, Twitter, Tumblr, Instagram

**CLUB INVOLVEMENT**

*Clubs and Organizations*:

* **Pace University Marketing Association (PUMA)**
  + Social Media Chair – Responsible for keeping up to date information on the clubs current events and progress, though using social networking sites such as Facebook, and Twitter
  + Voted on campus events and finance for the Pace University campus.
* **Alpha Phi Delta Fraternity**
  + **Vice President –** Lead meetings and events; responsible when President is unavailable.
  + **Social Chair –** Plan and execute on campus events and community service via Social Networks