

Stephanie N. Kramer
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SUMMARY

Ambitious, hard worker who adapts to surroundings and has the mindset of going the extra mile with the "I Can, I Will" attitude.

Computer Skills

- Microsoft Word, PowerPoint, and Excel.

Leadership Skills

- Teamwork, critical thinking and problem solving, and interpersonal and organizational skills.

EDUCATION

Central Penn College Enola, PA
Bachelor of Science

Criminal Justice Administration 2011

Swenson Arts and Technology High School Philadelphia, PA

High School Diploma Allied Health 2008

WORK EXPERIENCE

April 2016 – Present **Live Nation**

Usher/Ticket Taker

- Assist patrons at entertainment events, at BB&T Pavilion in Camden, New Jersey, such as collecting admission tickets and passes from patrons, assisting in finding seats, searching for lost articles, and locating such facilities as rest rooms.

February 2015 – Present **General Healthcare Resources**

Behavioral Health Worker

- As Therapeutic Staff Support (TSS), work with children on a one-on-one stipulation at school to provide therapy to assist the child in areas of emotional and behavioral support needs.
- As School Therapeutic Support (STS), provide both individual and group setting to improve behavior, amplify school attendance, and encourage academic achievement.

October 2015 – December 2015 **NHS Human Services**

Therapeutic Staff Support (TSS)

- Help and provide solutions to support the unique needs of individuals on a one on one foundation.
- Strive to create a compassionate and approachable environment with the highest level of integrity and quality in the mental health movement.

October 2014 – July 2015 **Diamond Consulting**

Marketing Consulting

- Work on a campaign with Fortune 500 client called Assurance Wireless, helping those who are on public assistance programs to receive a free cell phone.
- Leadership Training and Personal Excellence; Learn and implement business concepts and strategies
- Interviewing and training
- Plan Events at Community Outreach and Public Centers

March 2014 – April 2014 **New Leaf Concepts, INC**

Field Agent

- Go to different businesses and look at electric bills to get them priced protected.

March 2013 – October 2013 **Philadelphia Parking Authority**

Payroll Clerk

- Work in the new payroll system, Empower, inputting employees' time and payroll benefits into the system.

August 2012 – November 2012 **City Commissioners Office Voter Registration Division**

Clerk

- Classify documentations and objects surrounding the 2012 Presidential Election; Assist the citizens of Philadelphia with the voter registration process.

April 2012 – August 2012 **Bath and Body Works**

Sales Associate

- Help customers find the products they are looking for; work on the cash register to check out customers.

January 2011 – March 2011 **Northeast Victim Service**

Victim Advocate Assistant/Intern

- Work with the Philadelphia Police in the Northeast section of the city to get the right assistance to victims of crime.

October 2008 – December 2010 **Central Penn College, Charles "T" Jones Leadership Library**

Student Librarian

- Help others with computers and its programs (such as Microsoft Office) ; Help others find materials within library; Replenish bookshelves.