

Andrea S. Cabrera

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Job Objective: Looking for an internship.

Skills: Fluent Spanish, Microsoft Power Point/Excel/Visual C++, LogicWorks 5, Labview, Capture Lite Edition, Communication and Tutoring skills

Education:

5/2006 - 5/2010 **Rensselaer Polytechnic Institute**
Major: Industrial and Management Engineering

Leadership Activities:

9/2008 - Present **Society of Hispanic Professional Engineers - President**
-Have general supervision, direction, and control of the business and officers of this organization.
- Organize events of a vocational nature for our membership.

6/2007 - Present **BreechMark Co Founder & Budget Coordinator**
-Won a \$1,000 from MTV3 to start a non- profit college mentoring program for under represented Bronx high school students.
-Responsible for recruiting 20 mentors and 60 mentees
-Responsible for keeping track of budget. Recording expenses in transportation, mailing cost, supplies & food
-Responsible for writing proposals for increased funding

5/2008 - 8/2008 **Society of Hispanic Professional Engineers - Vice President**
-Responsibilities include, along with the President to oversee all committees under our executive board.
-Organize events of a vocational nature for our membership.

5/2007 - 5/2008 **Society of Hispanic Professional Engineers - External Secretary**
-Responsibilities include recording and updating the Point System of each member; taking attendance at General Body Meetings and Study Jams; sending e-mail reminders with the Chapter's upcoming events; and organizing the Study Jam Tutor program.

7/2006 - 8/2006 **National Gear - Up Conference - Speaker**
-Nominated as a speaker to represent GEAR- UP Program in Washington, D.C.
-Designed PowerPoint Presentation and speech for over 100 people. Presented Gear-Up video where other high schools students and I speak about our experience with Gear-Up and the influence it had on us.
-Visited Hilary Clinton's Office to spread awareness about educational disparities in New York City public schools.

Work Experience:

7/2008 - 8/2008 **Bronx Institute - GEAR UP** **Position: Teacher Assistant**
-Working with rising eight graders as their Math, English and Basic Engineering course Teacher Assistant for summer 2008.

7/2007 - 8/2007 **Bronx Institute - GEAR UP** **Position: Teacher Assistant**
-Worked with upcoming ninth graders, and was their TA for Math (algebra and trigonometry) and their podcasting class, where they created podcasts that dealt with common high school issues such as drugs, alcohol, teen pregnancy etc.
-Responsible for leading workshops that deal with social issues.

9/2006 - 4/2007 **Chapel & Cultural Center at Rensselaer Polytechnic Institute**
-Clerical and public relations duties included cleanup of center, control of lights, helping run events, poster distribution, and answer phone calls.

7/2004 - 8/2004 **GEAR - UP** **Position: Sound Editor**
-Create a Public Service Announcement (PSA) along with 12 other students. PSA was submitted to a Time Warner Competition.