

Redacted

ACADEMIC EXPERIENCE

Michigan State University Graduated 05/10
Master of Public Policy GPA: 3.81
Specializations: Local economic development policy and economic regulation theory
Michigan State University Graduated 06/07
Political Science with Honor

EMPLOYMENT EXPERIENCE

Institute of Public Utilities Michigan State University
Graduate Researcher 02/09-Current

- Prepared detailed literature reviews pertaining to economic and regulatory theory
- Conducted proprietary surveys, mined and coded various data, maintained numerous databases, and analyzed quantitative and qualitative results
- Edited academic papers before publication and contributed to grant submissions

Office of Mayor Virg Bernero Lansing, MI
Administrative Intern 05/09-08/09

- Handled constituent issues and followed up on resolution
- Documented the status of mayoral appointments
- Conducted issue research and composed official correspondence

Woody's Oasis Bar & Grill East Lansing, MI
Manager 04/08-05/09

- Oversaw daily operations and ensured positive customer experience
- Responsible for the performance of 10 to 15 employees
- Accountable for monitoring sales and balancing daily receipts

Habitat for Humanity Suffolk Co., NY
AmeriCorps Service 08/07-03/08

- Community Relations and LEED Project Manager

Village of Spring Lake Spring Lake, MI
Administrative Projects Coordinator 05/06-09/06

- Residential survey analysis, general contracting projects, public relations material

SELECT SUPPLEMENTAL EXPERIENCE

Elected President of the Public Policy Graduate Society
Represented the interests of MPP students and provided venue for collaboration
Volunteered weekly at Long Island Gay and Lesbian Youth Center
Facilitated the creation of resource library and learning materials for adult education
Elected President of Michigan State University's McDonel Hall Government
Served over 1,000 residents by creating a budget, forming policy, and planning events