

# Christine L. Cericola

## Current Address

VU Box 5260  
250 Spring Mill Rd.  
Villanova, PA 19085  
610-519-5844

## Permanent Address

507 N. Dudley Ave.  
Ventnor, NJ 08406  
609-822-4614

[christine.cericola@villanova.edu](mailto:christine.cericola@villanova.edu)

- Objective:** To gain more experience in the field of Human Resources that will utilize my education.
- Education:** **Villanova University,** Villanova, PA  
**Bachelor of Arts** Graduation, May 2002  
Major: Human Services Minors: Psychology and Sociology  
Overall GPA: 3.50  
Honors: Dean's List (2000-2001)  
**Holy Spirit High School,** Absecon, NJ June 1998  
Honors: National Honor Society, Rank Ninth in Class (1996-1998)
- Work Experiences:**
- Shore Memorial Hospital** Somers Point, NJ  
**Human Resources Assistant** (6/2001-present)  
Aided employees with recruiting, benefits, insurance, organization and daily activities of busy human resources department. Facilitated interviews, participated in job fairs, processed new employees, updated job descriptions and compensation listings. Completed surveys for nurses' union, DOL, and Volunteer Hospital Association.
- Villanova University Residence Life,** Villanova, PA  
**Resident Assistant:** (8/2000-present)  
Responsible for monitoring order and cleanliness of junior dormitory, creating a community atmosphere for students. Aides student residents with special needs.
- Villanova Student Telefund,** Villanova, PA  
**Student Supervisor** (9/1999 -5/2000)  
Responsible for supervision of other student workers. Coordinated efforts to ensure that proper calls & follow-up occurred. Maintained records of donations.
- Student Caller** (1/1999-5/1999)  
Called alumni to solicit funds for the Villanova Advantage Program.
- Butterworth's Restaurant** Margate, NJ  
**Waitress:** (1998- 2001)
- Uncle Bill's Pancake House** Margate, NJ  
**Hostess, Waitress** (1995-1998)
- Activities:** Women's Crew Team, Villanova University (1998-present)  
*Varsity Coxswain: leads rowers and assists coach*  
Viking Rowing Club, Ventnor, NJ (1994-present)  
*Volunteer Coach for Ventnor Youth Rowing Program*  
*Master's Coxswain: coxswain for adult rowers in races and practices*  
Holy Spirit Men's & Women's Crew Team, (1994-1998)  
*Coxswain for men's and women's team*
- References:** Available upon request.

# Jessica Painchaud

Jessica.Painchaud@villanova.edu

Present Address:  
VU Box 5078  
250 Spring Mill Rd.  
Villanova, PA 19085  
610-581-3194

Permanent Address:  
53 Carrs Tavern Rd.  
Clarksburg, NJ 08510  
609-208-0427

**Education:** Villanova University, Villanova, PA

Senior, College of Liberal Arts Bachelor of Arts – June 2002  
Cumulative GPA: 3.0 GPA in Major: 3.5  
Human Services/Resources Major, Sociology and Psychology Minors

**Sayreville War Memorial High School, Sayreville, NJ**

June 1998 GPA 3.2

**Athletics/  
Honors:**

Villanova University Division I Varsity Women's Soccer  
Awarded Full Athletic Scholarship (1998-2002)  
Required commitment of a minimum of 30 hours per week. Maintained full course load while fulfilling responsibilities of an extensive training, practice and travel schedule.

Sayreville War Memorial High School  
Recipient of the Scholar-Athlete Award (1998)  
Captain of High School Soccer, Basketball and Track teams (1997, 1998)  
All State and Player of the Year Soccer- Star Ledger Newark Newspaper (1998)

**Employment:**

**Intern, Mid-Atlantic Employers Association** Winter 2002  
Will intern with the Human Resources Department, with the objective of gaining experience in all aspects of HR with a concentration in Training and Development. Will also attend HR certification classes.

**MHA, Richard Hall Community Mental Health Center** Summer 2001  
Directed and facilitated group therapy sessions with mentally disabled persons. Also worked part-time in the Human Resources Department performing general administrative responsibilities.

**Coach, Villanova Women's Sleep-Away Camp** Summer 2000, 1999  
Under the direction of head coach Ann Clifton, worked with girls' the ages of 8-16. Coached girls in soccer techniques and provided leadership and ongoing supervision of their activities.

**Assistant Manager, General Nutrition Center (GNC)** Summer 1998  
Provided customers with product information on nutritional and herbal healing. Ensured that the store was opened/closed according to procedures and operated the cash register.

**Computer**

**Skills:** Proficient in MS Word, Excel, Power Point and the Internet.

**Volunteer** **Pen Pal Program (1998-2001)**

**Activities:** Peer Leadership