

# Casandra K. Levy

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Glen Cove, NY 11542

## EDUCATION

**Pennsylvania State University,**  
University Park, Pennsylvania  
Current GPA 3.5

September 2007 to present

### **Glen Cove High School**

Glen Cove, New York

Overall GPA 3.99

Principals High Honor Roll for every semester enrolled

## CLUBS AND ORGANIZATIONS

### **DELTA DELTA DELTA SORORITY**

Spring and Fall 2008

*Appointed by President of Sorority and fellow members to become both Community Service Chair and Greek Sing Chair*

- Find new and innovative ways to raise money for our community
- Responsible to get people involved in community service events
- In charge of creating and directing a Greek Sing play

### **THON COMMITTEE**

Fall 2007 and Spring 2008

*Rules and Regulations*

Promoted and provided a safe environment for all the dancers

### **THE BLUE AND WHITE SOCIETY**

Fall 2007 and Spring 2008

*Member*

## RELEVANT EXPERIENCE

### **Pardo Roofing and Sheet Metal Inc.**

Glen Cove, New York

*Administrative Assistant*

Summer of 2008

- Measured, order supplies, and prepared proposals for commercial roofs
- Completed daily office tasks

### **Landing Bakery**

Glen Cove, New York

*Sales Assistant*

Spring 2003-Spring 2007

- Helped promote and sell merchandise