

GREGORY M. STRAZDUS JR.

1395 Ransom Road Dallas, Pennsylvania 18612
gstrazdus@gmail.com • 570-430-9133 • [Linkedin.com/in/gmsjr](https://www.linkedin.com/in/gmsjr)

EDUCATION

Pennsylvania State University, *Wilkes-Barre Campus, Lehman, PA*
Bachelor of Science in Information Science Technology, Minor in Business
Current GPA: 3.19, Major GPA: 3.62

Expected Graduation May 2017

RELEVANT EXPERIENCE

Pennsylvania State University, *Wilkes-Barre Campus, Lehman, PA*
Social Media & Marketing Intern

January 2016 – Present

- Maintain and update career services social media accounts
- Gather data and survey information to utilize for department events
- Promote events campus wide and across social media for the department

Dallas School District, *Dallas, PA*
Systems Technician

June 2013 - Present

- Diagnose, install, configure, and repair computer systems and software
- Resolve technical issues for over 400 district members in person, on the phone, and via e-mail
- Oversee the daily performance of over 1,000 computer systems
- Remove unwanted programs and install regular software patches on a weekly basis
- Reconfigure outdated systems to increase speed and efficiency
- Maintain district inventory of all classroom computer equipment
- Organize and assist in 'Going Google' district project
- Address district wide technological problems and issues.
- Assemble and maintain football team database in Microsoft Access

OTHER EXPERIENCE

Burger King, *Shavertown, PA*

September 2011 - September 2015

Cashier Crewmember and Overnight Clean Up

- Prepared and ensured proper food orders for the customers in timely and courteous fashion
- Authorized and handled monetary transactions with customers
- Assisted and trained co-workers in cleanliness and restaurant workflow
- Solo cleaned restaurant and kitchen equipment overnight to ensure cleanliness

LEADERSHIP

Pennsylvania State University, *Wilkes-Barre Campus, Lehman, PA*
Senator, Student Government Association

August 2013- Present

- Representative for International Relations, Academic Affairs, and Student Affairs Committees
- Participate and collaborate in campus-wide policy decisions concerning safety, academic affairs, international students, and general student issues
- Present detailed oral and written presentations of curricular reform actions in public student forums

AWARDS AND ACHIEVEMENTS

Pennsylvania State University, *Wilkes-Barre Campus, Lehman, PA*
Dean's List Honors
Achieved three academic scholarship awards

Fall 2013-Spring 2015

Dallas School District, *Dallas, PA*

Citizens Student of the Quarter

Spring 2013

This award is presented to the student who participates in community service projects either in or out of school and/or is involved in "random acts of kindness".