

Emily Peters

716-970-0458 | peters32emily@gmail.com

Education

SUNY Geneseo - Geneseo, NY

Major: Data Analytics | Minor: Mathematics

GPA: 3.95

Expected Graduation: May 2025

Honors: Dean's List (2023), President's List (2023), President's List (2024 – Spring and Fall)

Genesee Community College - Batavia, NY

Major: Economic Crime Investigation

Sept. 2021 - Dec. 2022

Work Experience

Nativity of Mary School - Williamsville, NY | Substitute/Administrative Assistant

Sept. 2022 - present

- Manage classroom and after school program
- Lead students' lessons
- Type up documents
- Assist in various projects throughout the school year
- Organize school records

Pembroke Central Schools - Pembroke, NY | Guide Runner

Aug. 2021 - Nov. 2022

- Ran cross country and track races with a blind student
- Developed workouts for the student

Old Navy - Batavia, NY | Sales Associate

Aug. 2021 - Sept. 2022

- Greeted customers and assisted with any questions
- Organized and processed weekly shipments
- Providing a pleasant shopping experience by keeping departments organized and clean

Skills

- R & Python (data collection, transformation, and visualization)
- Microsoft Office
- Experience with SQL