John L. Hilferty

220 Cedarbrook Rd, Ardmore, PA 19003
jlh6351@psu.edu — (610) 952-0943 (m)

Education

The Pennsylvania State University — **University Park, PA**
Smeal College of Business — *Graduation: May 2018*
Bachelor of Science in Finance | Minor in History — Cumulative GPA: **3.52**

Work Experience

Comcast Corporation — **Philadelphia, PA**
Government Affairs Intern — *May 2017-August 2017*

- Prepared, executed, and followed-up on community events for the Intergovernmental Association team
- Developed a monthly newsletter highlighting key industry updates and trends pertaining to government-owned broadband networks around the country
- Researched topical issues for Comcast and developed high-level synopses for a corporate vice president
- Assisted the Young Professionals Network employee resource group in planning an event focused on leveraging corporate employee's community engagement

Supply Chain Management Intern — *May 2016-August 2016*

- Led a project to streamline information across several databases and determine exact number of physical locations that service customer sales
- Identified and solved issues related to product tracking and process enhancement in collaboration with team members
- Oversaw various aspects of database management including inventory auditing and data analysis

Administration Intern — *May 2015-August 2015*

- Ensured appropriate access and safety standards for all Comcast headquarters employees
- Coordinated facilities maintenance projects across the five-building Comcast campus
- Organized the logistics around restructuring offices

SpeakUp! — **Radnor, PA**
Program Coordination Intern — *March 2016-May 2016*

- Organized and marketed the annual "Transitions to College" event that fostered an environment for college students to have an open dialogue about the college transition with high-school students and parents
- Supported the organization's coordinators by serving as a consultant on key topics surrounding mental health issues
- Acted as the technical support for all office staff

Liontutors, Inc. — **State College, PA**
Calculus Tutor — *February 2015-December 2015*

- Taught various math techniques and methods of solving problems to first-year calculus students on a weekly basis
- Prepared tutoring materials and practice problems for exams specifically tailored to individual professors
- Coordinated schedules with clients and ensured a high level of customer service by staying on-call around exam dates

Leadership and Service

Pi Kappa Alpha Fraternity, Beta Alpha Chapter — **State College, PA**
Corporate Donations Chair — *August 2015-Present*

- Led the corporate fundraising committee for Pi Kappa Alpha's Penn State Dance MaraTHON campaign and raised $136,000 worth of donations for pediatric cancer
- Incorporated innovative fundraising tactics which included researching the corporate matching policies of all 120 members' parents' companies and individually reached out to each to discuss donating opportunities

Alumni Relations Chair — *August 2015-December 2016*

- Coordinated communication between the Alumni Executive Board and the Undergraduate Executive Board to plan alumni events
- Spent a semester initiating and implementing an Alumni Mentorship Program
- Created an Alumni hiring program to connect Contemporary Staffing Solutions, a Philadelphia-based human resources company, with undergraduates to better market job opportunities to potential candidates

Paterno Catholic Center — **State College, PA**
Volunteer Receptionist — *August 2016-December 2016*

- Acted as the primary customer service representative for the campus Catholic center
- Answered calls and fielded questions from students, parents, and visitors about religious services throughout the area

Skills, Interests, and Other

- Proficient in the Microsoft Office Suite, Outlook, and have social media experience with Twitter, Facebook, and Snapchat
- Interests include golf, running, travel, teaching, and Game of Thrones