

Francis M. Idzik III

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Education

University of Pittsburgh, College of Arts and Sciences, Pittsburgh, PA 3 Years
Pursuing Bachelors of Arts in United States History
Major: History Minor: Economics

Work Experience

A Bit Of Everything, Monessen, PA October 2010-Present
Laborer

- Cooperatively work with fellow employees to complete contracts
- Responsible for preparation and clean up of a diverse array of projects
- Attentively maintained and handled tools necessary for efficient project completion

University of Pittsburgh, Pittsburgh, PA May 2008-June 2010
Training Orientation Assistant/Student Caller

- Accountable for calling 300 prospective donors a shift
- Fundraised over 20,000 dollars for the University of Pittsburgh's Annual Fund
- Responsible for training new employees in proper calling and office procedure

Westmoreland County Parks and Recreation, Greensburg, PA June 2007-August 2008
Summer Intern

- Performed landscaping duties daily
- Operated heavy equipment vital to park upkeep
- Effectively worked with team of diverse co-workers to ensure efficient park management

Leadership Experience

AKPsi Professional Business Fraternity, Pittsburgh, PA December 2008-January 2010
Executive Board: Master of Rituals

- Effectively worked along 6 other board members to lead 73 active brothers
- Assisted Vice President of Membership with educating 15-30 pledges on fraternal knowledge
- Actively participated in community service, fundraising, and professional development events

University of Pittsburgh TV, Pittsburgh, PA August 2008-April 2009
Vice President

- Responsible for training new members on editing, lighting and filming
- Assisted president in leading weekly meetings
- Actively produced Hillel's *Campus Superstar 2008* and made DVD for Hillel