

## ISAAC LEAFTONIC

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### EDUCATION

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Bachelor of Arts in Journalism and Minor in Studio Art  
*Susquehanna University*

Started August  
2020; Expected  
May 2024

- Study Abroad, Fall 2022: Liverpool Hope University, Liverpool, England. Took classes in creative writing with a workshop and art exploration.
- Related coursework: Ethics and Leadership, Principles of Computer Science, Object-Oriented Programming and Design, Methods: Adobe Creative Suite, Media Law, News Content and Creation, Editing, Fund Digital Video Production, Introductory Astronomy.

### EXPERIENCE

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Freelance Graphic Design Artist  
*Remote*

August 2023 to  
Present

- Designed promotional material for a not-for-profit organization's event.
- Communicated and worked with clients to alter the designs to their satisfaction.

Sales Associate  
*The Home Depot – Waterford, CT*

June 2022 to  
Present

- Created a more efficient process to pack down shelves and purge the overheads resulting in fewer errors, quicker pack downs, and neater organization.
- Assisted customers with locating the product they were looking for, and answered questions about the functionality of products.

Dining Assistant  
*Susquehanna University – Selinsgrove, PA*

August 2021 to  
Present

- Prepared workstations as part of the closing shift, ensuring the opening shift didn't have to compensate for more than their assigned duties.
- Worked with a small team or single co-worker to ensure the service line was stocked and served customers, preventing long wait times.
- Worked front-end; keeping track of statistics, managing to-go, and running the register.

Student Assistant – Advancement Research  
*Susquehanna University – Selinsgrove, PA*

August 2020 to  
February 2022

- Imported and organized client data into digital database for easier access to up-to-date information throughout the department.

### VOLUNTEER

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Café Volunteer  
*The Reader – Liverpool, England*

November 2022  
to December  
2022

- Supported the operations of an organization that served disenfranchised groups and improved their wellbeing through literature.
- Assisted in the café that serves to help fund the organization. Worked alongside other volunteers and workers to create and serve food and drinks made to order, and keep the café presentable.