

# Joseph R. Mogul

313 Hudson Ave, Rensselaer, NY 12144 | (518) 360-9492 | joey005@me.com

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## EDUCATION

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UNIVERSITY OF ALABAMA — Tuscaloosa, AL  
**Bachelor of Science** – Expected Graduation: May 2022  
Major: Economics  
Minor: Real Estate      GPA:2.3

COLUMBIA HIGH SCHOOL — East Greenbush, NY  
**Advanced Regents Diploma** – Graduation: June 2019  
GPA: 87.02      SAT Scores: 1230; Essay Score: 17

## WORK EXPERIENCE

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HOLIDAY INN EXPRESS — East Greenbush, NY  
**Front Desk and Night Audit-** April 2021-August 2021

- ◆ Report daily audit information into the company's Microsoft Excel spreadsheet
- ◆ Roll the hotel's computers and guest ledgers to the next business day
- ◆ Answer and make phone calls at the front desk
- ◆ Organize and file daily operation documents
- ◆ Plan and Schedule guest arrivals and large parties (i.e. weddings)
- ◆ General reception and hotel upkeep work

SOLID SEALING TECHNOLOGY INC — Watervliet, NY  
**Production Line Specialist** – June 2020 to August 2020

- ◆ Sandblast and clean ceramic insulators for electronic parts

RECOVERY SPORTS GRILL — East Greenbush, NY  
**Host** – April 2018 to August 2019

- ◆ Warmly greet all guests upon arrival
- ◆ Manage the efficient and timely seating of guests
- ◆ Manage the seating chart to correctly allocate guests among servers
- ◆ Clear and clean tables as needed
- ◆ Process takeout orders in an accurate and timely manner

## EXTRACURRICULAR

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- ◆ Young Americans for Freedom Club
- ◆ Crimson Car Club
- ◆ Culverhouse Real Estate Society

- ◆ Town Board Meetings – observe proceedings to keep up to date on town business
- ◆ Confirmation Recipient – St. Mary's Church
- ◆ Avid Snowboarder and Skateboarder