

John Ciriak

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Address: 13 Robin Lane, Monroe Township (NJ) 08831

EDUCATION

Kean University, Union

Bachelor of Science in Marketing

Union, NJ

May 2026

Middlesex College, Edison

Associate of Science in Business Administration

Edison, NJ

May 2024

AWARDS

Kean University, Dean's List

Fall 2024 - Present

EXPERIENCE

Jan & Jakub Construction LLC

Maintenance Technician

Monroe Township, NJ

June 2024 - Present

- Collaborate with other companies to complete multiple tasks in a project
- Assist in completing remodeling, construction, and installation projects in a timely manner to ensure customer satisfaction
- Adapting constantly to new working conditions, and requirements to be done while consistently showing quality work

Villa Borghese II

Delivery Driver

Helmetta, NJ

June 2021 - May 2024

- Organized company deliveries, conducted product quality checks, and utilized efficient routes to maximize company productivity
- Communicated and satisfied customers needs to establish or strengthen customer loyalty

ORGANIZATIONS

Kean Corporate Connect, *General Member*

January 2025 - Present

- Collaborate with students to foster an environment for professional development such as assisting in resume building, and networking techniques
- Utilize panel presenters to learn how to connect further with professionals in the field

SKILLS

Document Editors

Microsoft Office, Word, Excel, Powerpoint, Teams, Zoom, Wix

Soft Skills

Strong communication, adaptability, organization/planning