

JEREMY SMITH

(401) 555-1212

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EDUCATION

University of Rhode Island, Kingston, RI

Bachelor of Science in Business Administration

May 2025

Major: **Innovation & Entrepreneurship**

GPA: 3.4/4.0 Dean's List - 4 semesters

Recipient of Kathleen Jackson Academic Scholarship

Related Coursework: Business of Innovation: Design Process, Lean Start-Up

Certifications: Microsoft Office Specialist; Six Sigma Yellow Belt

RELATED EXPERIENCE

Launch Lab, University of Rhode Island, Kingston, RI

Innovation Ambassador

May 2024 - present

- Promote Launch Lab informing College of Business of Blab's resources and programming
- Supervise Launch Lab space in Carothers Library
- Attend Innovate at URI events
- Recommend new activities, workshops, hackathons to help grow participation and awareness
- Participate in weekly Innovation Ambassador meetings to share activity, successes and challenges
- Onboard and serve as mentor to six new ambassadors

Small Business Development Center, Kingston, RI

Office Assistant

September 2021 - April 2024

- Observed consultations with local small businesses
- Utilized Excel to track small business interactions, analyzing presenting needs & trends
- Created PowerPoint presentation demonstrating utilization of services
- Attended Chamber of Commerce events promoting SBD

Del's Lemonade, Narragansett, RI

Mobile Unit Driver

Summers 2021 - 2023

- Sold product at Narragansett Beach during summer months
Managed financial records and maintained register receipts
- Drove truck to and from sales locations on daily basis
- Learned importance of pricing and positioning product
- Gained understanding of family-owned/franchise operations

PRESENTATION EXPERIENCE

RI Business Plan Competition

May 2023

Brown Hackathon

January 2023

ACTIVITIES/COMMUNITY SERVICE

URI Entrepreneurship Club

LaSalle Academy Alumni Association – speak with current LaSalle students about college experience