

Clarissa A Dudley

Johnstown / PA / issad1132@gmail.com

EDUCATION

Temple University – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

May 2028

Major: Management Information Systems | Minor: Real Estate | GPA: 3.12

TECHNICAL SKILLS

Project Management: Microsoft Project, Word, Excel, PowerPoint, GoogleDocs

EXPERIENCE

Temple University, Philadelphia, PA

September 2025 –

Sport Club Supervisor

- Supervise the Sport Clubs' practices and games
- Ensure the safety of players during the activity
- Manage and set-up for events on or (Temple Main) off (Ambler) campus
- Provide First-Aid if necessary
- Familiarize oneself with players
- I.e., Names, registration, etc.

YMCA Middletown, Middletown, DE

June 2005 – August 2025

Camp Counselor

- Signed children into camp (took attendance)
- Planned activities for them to complete throughout the day
- Went on fieldtrips once a week
- Provide first aid if necessary

EXTRACURRICULAR EXPERIENCE

Philanthropy Club, Temple University

October 2025 –

AIS Organization, Temple University

February 2026 –

CERTIFICATIONS

Heartsaver, American Heart Association,

December 2023 [December 19, 2023]

First Aid | CPR AED Certified, Issuing Company/Organization

June 2025 [June 31, 2025]

LANGUAGES

Advanced English