

## **Nicholas P. Orsaia**

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### **EDUCATION: Bachelor of Arts, May 2005 University of Hartford, West Hartford, CT**

- Major: Interactive Information Technology
- Specialization: Advertising

### **COMPUTER SKILLS:**

Programming: HTML, ASP.NET, CSS, PHP, MySQL, Actionscript, Visual Basic

Software: Final Cut Pro, Adobe Photoshop, Adobe Illustrator, Macromedia Dreamweaver, Macromedia Director, Macromedia Fireworks, Visual Basics 6.0, Microsoft Office

### **Business and Interactive Information Technology Coursework**

- University of Hartford 2001-2005

#### **Business**

Marketing  
Problem Solving/Decision Making  
Organizational Ethics  
Business Communication and Media  
Dynamics and Environment: World Business  
Advertising, Communication Tactics  
Advertising, Copyright and Lay-out

#### **Interactive Information Technology**

Management Information Systems  
Creating Dynamic Web Pages  
Programming Foundations  
Image Processes for Computer Design  
Technology as a Human Affair

### **EXPERIENCE:**

#### **B & S Carting Company, Stamford, CT - Summers and vacations 2003 to present**

##### **Customer Service Representative**

- Processed telephone orders for prompt, accurate service delivery
- Handled billing inquiries and customer complaints
- Worked with accounts receivable for collections
- Provided excellent customer service
- Recognized for productivity

#### **City of Stamford, Terry Conner's Ice Rink, Stamford, CT- Summers 2001- 2002**

##### **Rink Operator**

- Performed general maintenance services
- Operated Zamboni ice surfacing equipment

#### **Instant Replay Sports, Stamford, CT - Summer - 2000**

##### **Retail Salesperson/Cashier**

- Outfitted and advised customers for an array of sporting goods
- Successful promotion of specific product lines
- Provided customer service and handled complaints
- Stocked inventory
- Performed cashier function including opening/closing daily receipts

### **LEADERSHIP**

#### **Trinity Catholic High School**

- Captain, Men's Varsity Ice Hockey 2001
- Computer Science Award Recipient 2000  
Westchester Business Institute

#### **Volunteer Youth Hockey Coach, Connecticut Yankees Hockey Organization**

References provided upon request

