

EGID METALIA

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EDUCATION

New York Institute of Technology

- Bachelor of Computer Science (Cybersecurity)
- Secured 1st place at the hackathon hosted by “United Engineering Manhattan”

New York, NY

Class of 2026

April 2023

Lower East Side Prep. High School

- AP: Computer Science

New York, NY

Class of 2022

“Shen Jozefi Punetor” High School

Rreshen, ALB

WORK EXPERIENCE & LEADERSHIP

432 Park Ave – First Service

Concierge

- Recorded tenant’s/guests’ comments or complaints.
- Answered phone calls to make reservations, took and distributed messages, or redirected calls.
- Recommended top dining and entertainment options for tenants/guests in the area.
- Utilized basic conflict resolution skills to handle difficult guests/tenants.

New York City, NY

October 2022 - Present

1021 Park Ave – Brown Harris Stevens

Summer Relief

- Swept, mopped or vacuumed the lobby
- Transferred luggage to and from the apartments, loading areas, vehicles, etc.
- Delivered messages, comments, and complaints from the tenants/guests and connected them with the resident manager if necessary.

New York, NY

April 2022-October 2022

AKNY Media

Web Developer

- Designed, built, or maintained websites using authoring or scripting languages, WIX tools, and WordPress tools.
- Contacted leads and kept in touch with them.
- Reported updates to current clients.

New York, NY

May 2021-December 2021

SERVICE & INVOLVEMENT

Lower East Side Prep. High School

Teacher Assistant

- Assisted students with advanced coding problems.
- Assisted with grading and record keeping.
- Provided feedback on students’ progress

New York, NY

September 2021-June 2022

“Shen Jozefi Punetor” High School - Soccer Team

Student-Athlete

- Defender position

Rreshen, ALB

November 2018-February 2020

“Shen Jozefi Punetor” High School – Student Council

Member

- Collected students concerns and presented them to the council, therefore to the school board.
- Provided feedback (when requested) about ideas, website or logo designs, recruitment strategies.
- Attended weekly meetings and kept up to date with all upcoming events.

Rreshen, ALB

September 2018-February 2020

SKILLS & INTERESTS

- **Language Skills:** English (Fluent); Albanian (Native)
- **Technical Skills:** Microsoft Office Suite, Google Suite, Adobe Creative Cloud, SQL, PHP, HTML, CSS, PYTHON, JAVA, Windows, Linux, Mac
- **Interests:** Soccer, Body Building, Cliff Jumping, Traveling

PROJECTS

Check my website: <https://www.egidmetalia.com/>