

DUVAL HARRELL

(301) 919-1247 • duvharrell@gmail.com • Bowie, MD • <http://linkedin.com/in/duvalharrell>

EDUCATION

University of Maryland, College Park

College Park, MD

Robert H. Smith School of Business

GPA: 3.51

Bachelor of Science, Finance

May 2023

Affiliations: Smith Business Academy, College Park Scholars, College Success Scholars

WORK EXPERIENCE

Office of Multi Ethnic Student Education(OMSE)

College Park, MD

Front Desk Office Assistant

September 2019-Present

- Analyze College Success Scholars (CSS) official accountability program documentation including study sessions, tutorials, and events sign in sheets, as well as follow up with tardy or absent participants
- Operate as a contact between OMSE and the CSS room to through phone calls for varying updates weekly

Eppley Recreation Center

College Park, MD

Weight/Fitness Staff

January 2019-Present

- Enforce weight/fitness facility rules, maintain equipment, and answering basic questions about how to use RecWell strength and cardio equipment to ensure customer satisfaction and proper use of facilities
- Participate in CPR simulation to ensure preparedness and prompt action in case of a patron emergency

LEADERSHIP & PROFESSIONAL DEVELOPMENT

Smith Business Academy

College Park, MD

Director of Logistics

August 2019-Present

- Collaborate with companies on professional events designed to enhance diverse student leadership
- Notify the academy weekly with upcoming professional events by creating google forms and sending out recurring zoom links in order for the students stay updated and gain a sense of students who are interested
- Regulate zoom breakout rooms during workshops such as for resumes and manage members discussions

College Success Scholars(CSS)

College Park, MD

Team Leader/Mentor

May 2020-Present

- Mentor 80 underclassmen minority (Black and Latinx) scholars by conducting professional, and academic workshops/events to enhance their skills to become more acclimated to college atmosphere as a minority
- Contact and connect with mentees for weekly check ins as accountability for ensuring mentees stay up to date with their work and help them navigate through the school term by offering first-hand advice

College Success Scholars Executive Board

College Park, MD

Student/Scholars Engagement Committee Chair

July 2019-Present

- Delegate tasks to group members and manage the social events they believe scholars would be interested in
- Brainstorm and develop three+ social group-oriented events in a group of five+ to promote social cohesion among college students to relieve stress events and bring the scholars together to create the brotherhood

Office of Undergraduate Admissions

College Park, MD

Maryland Edge Ambassador

April 2020

- Assist in the overall planning and implementation of the EDGE panel session which had 180+ participants
- Educate current and prospective minority students about the mission and importance of the program so the students understand the significance of diversity and inclusion to the University of Maryland Community

Quest Honors Program

College Park, MD

Member

August 2020-May 2023

- Collaborate on a team of business, computer science, and engineering students to diversify my skillset, build, and develop the most efficacious products possible while strengthening my innovation and communication

College Park Scholars Public Leadership

College Park, MD

Communication Intern

August 2020-Present

- Send out weekly newsletters regarding updates of various clubs one can join, volunteer, grant, and scholarship opportunities by formulating the information in a way that would be most appealing to students

ADDITIONAL

Interests: Alto saxophone, baritone saxophone, basketball, lacrosse, music