ALBELINA TORRES

Plainfield, New Jersey 07060
(908) 917-8151 albelinaa1@gmail.com
linkedin.com/in/albelina-torres-567162360

EDUCATION:

RUTGERS BUSINESS SCHOOL Newark, NJ May 2028

Rutgers, The State University Of New Jersey
Bachelor of Science, Marketing
3.5/4.0

RUTGERS UNIVERSITY
Marketing

- Vice President for Dominican talks-Newark

PROFESSIONAL EXPERIENCE:

JCC, Scotch Plains, New Jersey
Receptionist Jun 2023 - Sep 2025

- Answered multi-line phones within 3 rings; provide accurate info on hours, programs, and events or transfer to appropriate staff.
- Scheduling appointment for staff and visitors at a helpful time supervising over 20 people at at time.
- Maintaining a smooth operational flow at front desk making everyone feel conformable achieving smooth days for all while training more than 1 staff members.
- Creating a welcoming and efficient environment for staff and visitors Register participants for programs, classes, and events using center's management software and introducing program to others.

Beats by Dr. Dre | Extern Fall 2026- Present
Consumer Behavior & Purchase Decision Analytics Extern

- Develop skills in consumer behavior analysis, market research, and data-driven decision-making.
- Apply marketing concepts and analytical thinking to real-world business challenges and consumer insights.
- Selected to participate in a real-world business externship focused on Beats by Dr. Dre's consumer purchase decisions.
- Explore consumer purchasing behavior and the factors influencing customer decision-making.

Rutgers Business School, Newark, New Jersey
Rutgers Behavior Lab- Research Assistant Fall 2026- Present

- Support behavioral research studies by assisting with participant sessions and following research protocols.
- Prepare materials and help coordinate study sessions to ensure accurate and efficient data collection.
- Communicate with participants and research team members in a professional and organized manner.
- Collaborate with research assistants during study waves while maintaining attention to detail and confidentiality.
- Follow established ethical guidelines and procedures for human-subject research.

SKILLS/ CERTIFICATIONS:

- Project management
- Team work (Making working in teams beneficial)
- Leadership
- Critical thinking (Smart fast solutions)
- Bilingual (Spanish and English)
- CPR certified
- Computer literacy (Microsoft Office Suite, Word, Powerpoint, and Excel)
- Effective communication
- Canva/Adobe
- Citi Program-Social / Behavioral / Epidemiologic Research Investigators
- Forage- PGIM Public and Private Credit Job Simulation
- AI: Rutgers Certificate in AI Prompt Engineering for Business (2026)