

# JUSTIN T. GEORGE

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## EDUCATION

### SUNY, at Old Westbury

B.S. - Business Administration/Management — Expected December 2027

Old Westbury, NY

### SUNY, Westchester Community College

A.S. - Business Management — August 2026

Valhalla, NY

## PROFESSIONAL EXPERIENCE

### The Arc Westchester

Human Resources Intern

Hawthorne, NY

August 2026-Present

- Lead full-cycle talent acquisition projects for Direct Support Professional positions by sourcing and screening candidate resumes, coordinating interview scheduling and phone screenings, and maintaining applicant data within HR information systems—strengthening the recruitment pipeline and supporting employer branding and job posting strategy.
- Collaborate cross-functionally with HR leadership to strengthen onboarding, compliance documentation, and employee relations processes, gaining hands-on exposure to strategic HR and organizational management within a mission-driven nonprofit human services organization.

### Compliance Matters, LLC

Money Service Business Consultant Intern

Alpharetta, GA (Remote)

May 2024 – December 2024

- Directed end-to-end financial recordkeeping and audit-readiness projects for 30+ clients by coordinating cross-functionally with accountants and auditors, performing quantitative and qualitative data analysis to ensure accuracy and operational compliance.
- Managed compliance documentation and regulatory reporting workflows by gathering, organizing, and analyzing financial materials aligned with federal and state regulations, contributing to process improvement and strategic solution development.
- Strengthened organizational risk management and internal controls by identifying transaction irregularities through data analysis, advising clients on regulatory strategy, and recommending compliance software solutions to optimize business processes.

### CVS Health

Front Store Associate, Rx

Ardsley, NY

June 2023 – Present

- Collaborate with management and store team members to deliver consistent, high-quality customer service across 100+ transactions per shift in a fast-paced retail environment.
- Support store operations and customer satisfaction by managing transactions, returns, and inquiries, while coordinating with teammates to maintain smooth daily workflow.

### Port Chester-Rye Union

Filing Clerk

Port Chester, NY

July 2020 – September 2020

- Improved document retrieval efficiency by designing structured physical and electronic filing systems, maintaining data accuracy across high-volume organizational records.

## CERTIFICATIONS & PROFESSIONAL DEVELOPMENT

- PwC US — **Management Consulting Job Simulation, Forage:** Skills- Financial Modeling, Business Metrics, Data Analysis
- KPMG US — **Career Catalyst: Advisory Job Simulation, Forage:** Skills- Business Advisory Services, Data Literacy
- Mastercard — **Advisors & Consulting Services Job Simulation, Forage:** Skills- Data Analysis, Strategic Communications
- Bank of America — **Investment Banking Job Simulation, Forage:** Skills- Financial Analysis, Business Development
- Goldman Sachs — **Risk Job Simulation, Forage:** Skills- Quantitative Analysis, Financial Literacy

## SKILLS

**Technical:** Financial Modeling, Microsoft Excel (Advanced), Microsoft PowerPoint, Microsoft Office Suite, Tableau, Google Workspace, Data Entry & Validation

**Professional:** Project Management, Strategic Planning, Business Consulting, Customer Service, Financial Analysis, Business Analytics, Report & Presentation Development, Cross-Functional Collaboration, Team Leadership

## LEADERSHIP EXPERIENCE

### Iota Nu Delta National Fraternity Inc.

President

December 2023 – May 2026

- Direct chapter strategy and operations as President, setting measurable goals and leading cross-functional initiatives to strengthen organizational performance and member engagement.

### Multicultural Greek Alliance

Board Treasurer

January 2024 – December 2025

- Oversaw financial governance and budget performance reporting by tracking expenses, performing data analysis, and allocating funds across member organizations with accuracy and accountability.

## PERSONAL PROJECTS

### Corporate Financial Analysis Project — Nike, Inc.

January 2026

- Gathered and analyzed \$142B in cumulative financial data, performing income statement modeling, ratio analysis, and quantitative analysis in Excel to produce data-driven financial reports and executive dashboards supporting strategic decision-making.