

Lexi Trinidad

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EDUCATION

Bentley University, Waltham, MA

Candidate for Bachelor of Science, Accounting, May 2029

Minor(s): Business Administration, Finance

GPA: 3.94

Academic Honors: Honors Program, President's List (Fall 2025)

Holy Cross High School, Waterbury, Connecticut

Diploma received, June 2025

GPA: 4.0; Honor Roll (all semesters)

Academic Honors: National Honor Society, Highest Distinction

RELEVANT COURSEWORK

Intro to Accounting

January 2026 – April 2026

- Analyzed accounting transactions and evaluated their effects on the three main financial statements.
- Interpreted financial data to assess business performance and support future informed decision-making.
- Developed foundational knowledge of accounting principles, financial reporting methods, and statement interrelationships.

WORK EXPERIENCE

Holy Cross High School Archives, Waterbury, CT

August 2024– May 2025

Archive Helper

- Organized the school's historical records, photographs, and documents to improve accessibility for faculty and administrative use.
- Collected and recorded archival materials into structured filing systems to strengthen accuracy and retrieval efficiency.
- Aided staff by locating and processing requested materials for research projects and school publications.

ACTIVITIES AND VOLUNTEER EXPERIENCE

Bentley University Honors Council, Waltham, MA

December 2025 – Present

Dresses to Dreams Operations Ambassador

- Coordinated event logistics by developing timelines, organizing materials, coordinating meetings, and prioritizing important tasks to ensure a smooth execution of a large-scale dress distribution event at three different high schools in surrounding towns.
- Managed inventory by classifying and organizing donated dresses, improving efficiency in the setup and selection processes.
- Managed budgeting by tracking materials and their costs, monitoring resource allocation, and ensuring cost-conscious decisions.

Bentley University Service Learning- WATCH Computer Literacy Program, Waltham, MA

February 2025- Present

Computer Literacy Program Volunteer

- Facilitating computer literacy support for community members by guiding participants through essential technology skills
- Collaborating with peers to implement lesson plans designed to address language and social barriers to technology access.
- Preparing instructional materials and organizing session activities to ensure clear communication and effective learning outcomes.

Whiskers Pet Rescue, Southbury, CT

August 2024 – May 2025

Night Crew Team Leader

- Supervised a team of 8 volunteers during evening shifts, ensuring animal care standards were met.
- Coordinated feeding, cleaning, and medication routines for about 50 cats awaiting adoption.
- Fostered teamwork and problem-solving in a fast-paced, animal-care environment.

Additional Activities: Bentley Investment Group Technology Sector Member (Fall 2025-Spring 2026), Bentley Financial Prep Program (Fall 2025)

SKILLS AND INTERESTS

Technical Skills: Microsoft Office (Word, PowerPoint, Teams); Google Workspace (Docs, Slides, Sheets)

Interests: Animal Welfare, Horror Films, Pilates, Painting, Community Volunteering.