

# Xavier Heim

Kearny, NJ 07032

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Authorized to work in the US for any employer

## Work Experience

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### **Safety Compliance & Office Assistant**

Intermodal Transport Inc - Newark, NJ

September 2023 to Present

### **Assistant to Public Relations**

Youth Ambassadors of Christ of the Latin American Council - New York, NY

September 2023 to Present

### **Public Relations Coordinator for the North New Jersey District**

The Latin American Council Youth Ambassadors Of Christ - New York, NY

September 2022 to Present

### **Freelance Photographer and Videographer**

Self - Kearny, NJ

August 2018 to Present

### **Office Assistant/Dispatcher**

Intermodal Transport Inc. - Newark, NJ

November 2022 to September 2023

### **Security Guard**

Education and Health Centers of America - Newark, NJ

July 2022 to September 2022

### **Warehouse Package Handler**

UPS - United Parcel Services of America - Lyndhurst, NJ

September 2021 to July 2022

### **Presenter**

Elevate Education - Manhattan, NY

November 2018 to March 2021

I acted as a presenter in which I presented multiple seminars on various subject in relation to skills that would benefit a student in the continuation of their school career.

### **Customer Representative**

State Farm Insurance - Kearny, NJ

August 2017 to June 2018

## **Sales Clerk/Cashier**

7 Eleven - Kearny, NJ

July 2017 to August 2017

## Education

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### **Bachelor's in Psychology**

Rutgers-New Jersey - Newark, NJ

January 2019 to Present

### **Associate in Psychology**

Hudson County Community College - Jersey City, NJ

September 2017 to December 2019

### **High school diploma**

Kearny High School - Kearny, NJ

September 2013 to June 2017

## Skills

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- Keynote
- Photoshop
- Powerpoint
- Presentation
- Opentext
- Sketch
- Adobe Illustrator
- Adobe Creative Suite
- Illustration
- Branding
- Adobe InDesign
- Graphic Design
- InVision
- User Interface (UI)
- Adobe After Effects
- Photography
- Adobe Lightroom
- Video Editing
- Adobe Premiere
- Video Production
- Filming
- Public Relations

## Languages

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- English - Fluent
- Spanish - Intermediate
- American Sign Language - Beginner

## Certifications and Licenses

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### **Driver's License**

December 2021 to March 2024