

Leon Ferri
ferri.leon@gmail.com
(518) 495-9009
31 Menand Road, 1 Fl
Menands, NY 12204

Work Experience

New York State Department of Motor Vehicles (Sep. 2016 – Present)

Albany, NY

Motor Vehicle Representative, Safety Hearings Bureau

- Collaborated with team on Lean project to analyze Chemical Test Refusal hearing data to improve interdepartmental efficiency
- Produce written reports on trends in case resolution based on geographical region
- Coordinate with team to modify existing notification procedures
- Coordinate Administrative Hearings with Administrative Law judges, police officials and respondents
- Administer revocations and suspensions to offending drivers

New York State Department of Corrections and Community Supervision (Dec. 2013 – Sep. 2016)

Albany, NY

Laborer, Albany Training Academy

- Facilitated campus restorations for American Correctional Association Accreditation
- Assisted operational employees with move to Central Office
- Provided comprehensive building maintenance for facility and events
- Managed weekly linen deliveries, vehicle fleet upkeep and tool inventory
- Reassigned surplus items from statewide facilities

Nemith Nissan Volvo (Mar. 2013 – Dec. 2013)

Latham, NY

Photographer

- Marketed new and used stock on Internet and in-print ads with vehicle information and photos
- Promoted dealership at Volvo and Nissan events to increase business exposure
- Photographed property and vehicles for insurance requirements
- Maintained dealership's social media presence

Capital District Photocenter (Aug. 2012 – Feb. 2013)

Troy, NY

Assistant Director

- Curated art exhibits and taught photography classes to members
- Collaborated with Director to plan events and write press releases
- Maintained upkeep of acquisitions for vintage camera museum

Leon Ferri
ferri.leon@gmail.com
(518) 495-9009
31 Menand Road, 1 Fl
Menands, NY 12204

Work Experience (Cont.)

Schenectady County Board of Elections (Jan. 2010 – Nov. 2012)

Schenectady, NY
Machine Technician

- Programmed machines ahead of state and local elections
- Distributed machines county-wide to polling locations
- Collected and stored machines after election

Education

State University of New York – Albany

Albany, NY
B.A., English Studies
Graduated Jan. 2010
Sigma Tau Delta Honor Society

University of Nottingham

Nottingham, UK
English Literature
Semester abroad, Aug. – Dec. 2009

CSEA “Skills for Success”

- Spanish (Jun. – Jul. 2016)
- Masonry (Aug. 2015)
- Blueprint Reading (Apr. 2015)

Relevant Skills

- Conversational Spanish
- Data analysis with Microsoft Excel
- Adobe Creative Suite CS6