

Danielle M. Ariano
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Writing Experience

Reporter

9/99-4/00 The Daily Record, Baltimore, MD
Wrote daily stories about local business affairs.

Intern

9/11-4/11, Baltimore City Paper, Baltimore, MD
Wrote book and movie reviews as well as event previews.
Fact checked stories.

Work History

Cabinetmaker/Shop Manager

11/10-Present, Monkton Millwork, Monkton, MD
Build and install custom cabinets.
Manage staff and work flow.

Carpenter

1/10-11/10 Self-Employed, Baltimore, MD
Worked on variety of residential houses doing repairs, painting, cabinet re-finishing and building.

Assistant Cabinet Shop Manager

4/08-1/10 Ilex Woodworking, Baltimore, MD
Coordinated with project managers and shop production to ensure timely delivery of materials.
Created and managed production schedule that was essential to hit target dates.
Played an integral role in designing an efficiency-minded organizational framework for shop.
Managed dock employees in daily tasks.

Facilities Manager

11/07-4/08 Dewey Beach Enterprises, Dewey Beach, DE
Responsible for scheduling and oversight of subcontractors.
Performed general maintenance duties--electric, plumbing and carpentry--on large commercial property.
Responded to emergency situations.

Carpenter

5/06-11/07 Boardwalk Builders, Rehoboth Beach, DE
Worked on all aspects of home construction, including framing, siding, window and door installation, and trim for a highly reputable, education based company.
Performed carpentry tasks with minimal supervision.

Supervised helpers.

Education

Loyola College, Baltimore, MD

1995-1999

Bachelor of Arts Writing/Psychology

Graduated Cum Laude; Member of Phi Beta Kappa

Volunteer Experience

Worked for two years as an Americorps volunteer: one year with Notre Dame Mission volunteers as a small group tutor in an inner city school; one year working with Habitat for Humanity building houses and leading groups of volunteers in homebuilding tasks.

References

Jennifer Cernik, Agent with Assist to Sell Real Estate: 410-598-3921

John Jenkins, Shop Manager at Ilex Woodworking: 443-250-2499

Cindy Welsh, Human Resources at Ilex Woodworking: 410-924-5157

Jim Baeurle, Owner of Dewey Beach Enterprises: 302-593-1877

Patty Mc Daniel, Owner of Boardwalk Builders: 302-227-5754

Ed Phelan, Co-worker at Boardwalk Builders: 302-462-1497

Anne Manning, Executive Director for Habitat for Humanity of Greater Miami: 305-634-3628