

Frank Albert

Orono, ME 04473
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WEBSITES, PORTFOLIOS, PROFILES

- <https://falbert.dreamhosters.com/portfolio/>

PROFESSIONAL SUMMARY

Detail-oriented undergraduate student with a solid foundation in digital media projects, digital marketing, performance tracking, and technical communication. Brings a strong work ethic and adaptable skill set to new challenges in dynamic environments. Eager to apply academic knowledge to practical marketing initiatives while contributing to team objectives. Committed to continuous learning and professional growth in the ever-evolving digital landscape.

SKILLS

- Adaptability and Flexibility
- Team Collaboration and Writing
- Organizational Skills and Attention to Detail
- Time Management and Task Prioritization
- Experience with Microsoft Word, Excel, and PowerPoint
- Experience with Adobe, Canva, and Affinity
- Mobile App/Website Development and Design
- E-Commerce skills with Shopify
- Basic Marketing Performance Tracking
- Experience with Search Engine Optimization

WORK EXPERIENCE

COMMUNITY ASSISTANT | 05/2025 to Current **Orchard Trails - Orono, ME**

- Engaged in all aspects of lead management, including follow-ups, tours, and leasing.
- Provided support in managing resident inquiries and resolving issues effectively.
- Implemented strategies to create a welcoming environment for new residents to increase resident retention.
- Developed and executed engaging content for various social media platforms.
- Completed outreach marketing with local businesses and on campus.
- Maintained knowledge of current market and housing conditions.
- Assisted in the turnover of apartments.

MOWING CREW | 05/2024 to 08/2024

OLD TOWN PUBLIC WORKS - Old Town, ME

- Mowing and ensuring the quality of public areas in Old Town, such as parks, cemeteries, and along roadways
- Maintaining and operating John Deere zero-turn lawn mowers
- Maintaining the landscape by trimming and weed-whacking

STORE TEAM MEMBER | 09/2020 to 08/2022

FOUR CORNERS GENERAL STORE - Gardiner, ME

- Maintaining a clean and safe work environment
- Handling the cash register and processing customer transactions
- Food preparation and cooking

EDUCATION

UNIVERSITY OF MAINE - Orono, ME | Bachelor of Arts

New Media, Computer Science, Expected in 05/2026

- **Dean's List** (Spring 2025, Fall 2025).
- **Awarded** Presidential Scholar (Spring 2025).
- **Professional Development:** Global Career Accelerator, Digital Marketing Track(BUA 396) - Completed 4 certifications and verified skills, including E-commerce Marketing, Social Media & Search, Intercultural Skills, and AI Professional Skills.
- **Capstone Project:** MaineTrace - A React Native, user-interactive, mobile app that educates the user on online data privacy and surveillance. Shows areas in Maine that are currently using AI and other tracking systems, and what happens with the collected information.
- **Club Member:** UMaine Ski and Snowboarding Club(UMSSBC).

GARDINER AREA HIGH SCHOOL - Gardiner, ME | High School Diploma

06/2022

- High Honor Roll Status
- Cum Laude Recognition
- GPA: 92

CERTIFICATIONS

AI Professional Skills Certification: The Global Career Accelerator Issued Aug 2025 Credential ID: 159186377 <https://www.credential.net/797e5bf1-3105-44f4-a575-8a7f4e4044e3>

E-commerce Marketing Certification: The Global Career Accelerator Issued July 2025 Credential ID: 155164260 <https://www.credential.net/84ff8e2a-6f3d-46fd-9458-0715ef87e7c2>

Intercultural Skills Certification: The Global Career Accelerator Issued Aug 2025 Credential ID: 159186383 <https://www.credential.net/c2cb4c56-4a26-4ef4-9373-83ab38b36604>

Social Media & Search Certification: The Global Career Accelerator Issued Aug 2025 Credential ID: 159186374 <https://www.credential.net/7dbcc734-9af1-4e6d-ba8b-cb466dd23752>