

Tyrell Parker

Human resources internship

HR intern with academic knowledge and real-world experience in recruiting and compliance

Current business student and HR intern with hands-on experience supporting recruiting, onboarding, and digital filing projects. Detail-oriented, collaborative, and eager to grow in HR.

PROFESSIONAL EXPERIENCE

January 2024 - Present

Human Resources Intern | Oceanline Technology | Providence, RI

- Assist with resume screening and shortlist candidates for entry-level roles
- Coordinate onboarding sessions and create checklists for new hires
- Scan and organize personnel documents into company HRIS

September 2022 - December 2023

Campus Ambassador – Career Services | Brown University | Providence, RI


- Helped host career events and resume workshops for students
- Coordinated appointment scheduling and followed up on student surveys
- Partnered with employers to gather internship information

EDUCATION

Bachelor of Arts (B.A.) in Business Administration

Brown University, Providence, RI | May 2025

CONTACT

 (000) 000-0000

 email@example.com

 LinkedIn

 Providence, RI

KEY SKILLS

- ATS navigation
- Background check prep
- Digital file organization
- Job posting updates
- Onboarding assistance
- Resume review
- Scheduling