

# ***Suriyah Benjamin***

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## **EDUCATION**

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**John Jay College of Criminal Justice,**  
*Bachelor of Arts in Forensic Psychology*  
*Minor in Criminology*

New York  
Expected May 2026

Honors & Memberships:

- 3.2 GPA | Dean's List 2024, 2025
- Future of Public Safety Scholars: 2025 Cohort

## **EXPERIENCE**

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**New York Police Department Internet Crimes Against Children Unit**

*New York, NY*

*Front Desk Intake Summer Intern*

July 2024 - August 2024

- Logged and tracked confidential evidence into a digital forensic database with high accuracy and compliance.
- Prioritized and communicated inquiries as the front desk receptionist while coordinating directly with detectives and staff.
- Maintained detailed intake logs and organized records to support high-volume office operations.
- Executed administrative tasks including document preparation, filing, and inventory checks to ensure operational efficiency.

**Columbia University Irving Medical Center**

*New York, NY*

*Clinical Research Summer Intern*

July 2023 – August 2023

- Longitudinal Alzheimer's research by organizing archival patient records and data documentation.
- Entered, uploaded, and formatted over 2,000 neuroimaging scans into Microsoft Excel for tracking and statistical review with high data fidelity.
- Prepared and maintained research records for reporting and presentation purposes, ensuring data integrity for future diagnostic advancements.

**Columbia University Irving Medical Center**

*New York, NY*

*Medical Office Summer Intern*

July 2022 - August 2022

- Assisted with office scheduling, storing, and filing patient records while maintaining HIPPA confidentiality.
- Organized and packaged medical slides and specimens for secure laboratory shipment.
- Operated office equipment and supported clerical operations in a fast-paced medical environment.

**Covenant House New York**

*New York, NY*

*Administrations Department Fall Intern*

September 2021 - December 2021

- Created Microsoft PowerPoint training presentations to support staff development.
- Entered compliance data into the Relias database and maintained staff training records.
- Supported administration with document handling and confidential record management.

## **EXTRACURRICULARS**

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**Smoke-Free New York**

*New York, NY*

*Reality Check Youth Advocate*

March 2017 - July 2020

- Met with state senators at the New York State Capitol to advocate for youth-centered public health policies.
- Partnered with local community leaders to increase awareness of smoking related health risks and support fundraising initiatives.

## **SKILLS & ACCOMPLISHMENTS**

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- English: Fluent (C2)
- Proficiency with Microsoft Office Suite (Word, PowerPoint, and Excel)
- Citizens Committee for NYC Neighborhood Grant Winner 2019