

Amanda Krauth

215.237.2320 | Amanda.Krauth29@gmail.com
Community.mis.temple.edu/akrauth

EDUCATION

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: Spring 2016
GPA: 3.15 | MAJOR: Management Information Systems

VIRGINIA TECH, College of Engineering, Blacksburg, VA
Bachelor of Sciences, Attended: Fall 2010 – Fall 2013

RELATED EXPERIENCE

BROADRIDGE, Mt Laurel, NJ June – August 2015

Summer Intern, PostEdge System

- Provided documentation on client utilizations and customizations by researching the PostEdge system, an E-Delivery solution managing bank and brokerage documents.
- Analyzed the web-based platform and suggested alternative solutions, including alterations of SQL queries, Batch, PowerShell and XML scripts.
- Presented a compiled pricing analysis to top-level management overseeing 19 clients with expired archive storage.

INFORMATION TECHNOLOGY SKILLS

Programming Language: SQL, C++, Microsoft PowerShell, Batch

Internet: XML, HTML, PHP

Database Management: MySQL, Microsoft Access

Software: Microsoft Office, Windows XP, Windows 7, 8, 10, Monarch Pro, VMWare, SAS Enterprise Miner, POS, AutoCAD

ACTIVITIES AND AWARDS

- Member, The Association for Information Systems: Spring 2015 - Present
- Sister, Zeta Tau Alpha, Eta Xi Chapter: Spring 2011 - Fall 2013
- Member, Student Engineering Council: Fall 2010 – Fall 2013
- Volunteer, The Big Event: Spring 2011, 2012
- Volunteer, Relay for Life: Spring 2011

EXPERIENCE

THE METROPOLITAN, North Wales, PA May 2011 – May 2015

Customer Server

- Managed customer service for a 235-seat, family-oriented restaurant specializing in American food.
- Replenished supplies throughout shifts/assist managers with banquets, entailing 18 to 45 people in each party.

VIRGINIA TECH, Blacksburg, VA

October 2012 – February 2013

Student Caller

- Contacted alumni, parents, and friends to build relationships, provide information about Virginia Tech, and promote investing in higher education.
- Analyzed the program with other callers in a team oriented environment to further development.

THE HOLIDAY INN, Fort Washington, PA

May – August 2011

Customer server

- Managed customer service for both a 70-seat hotel restaurant and 100-seat banquet hall for large parties.
- Reconciled daily activity by processing cash payments, credit payments, and bank deposits.