AMI PAREKH

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EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, May 2019
Major: Management Information Systems
GPA – 3.56 | Business Honors Program |University Honors Program
Accepted to Masters in IT Audit and Cybersecurity Program, Expected Graduation: August 2020

Honors and Activities:

Association of Information Systems
- Director of Professional Development, May 2018-Present
- AIS Mentorship Program, Mentor, Fall 2018
- Member, Spring 2017- Present

Gamma Iota Sigma Professional Risk Management & Actuarial Science Fraternity, Spring 2016-Spring 2018
- Property and Casualty Career Development Committee, Member, Fall 2016 – Fall 2017
- Peer to Peer Mentoring Program, Mentee, Fall 2017

Business Honors Student Association, Member, Fall 2015 – Spring 2016
South Asian Student Society, Member, Fall 2015 – Present
Agusta Westland Child and Spouse Scholarship, Fall 2015-Present
Dean's Scholarship, Recipient, Fall 2015 – Present
Dean's List, Fall 2015, Fall 2016, Spring 2018

EXPERIENCE:

Prudential Financial, Dresher, PA
Project Management Intern, June 2018 – August 2018
- Assisting the Technology Enablement Center with resolving client tickets involving machine migration, purchase order fulfillment and delivery, and software installation
- Updating and maintaining asset management databases with machine records including status, serial numbers, and user information
- Assisting with pilot project plan, process diagramming, and reviewing feedback for companywide Windows 10 migration project

Temple University, Fox School of Business, Philadelphia, PA
Peer Advisor, May 2016 – Present
- Work on a team of 4 per shift to serve over 50 students at the Fox School of Business advising offices. Responsibilities include answering student questions, appointment check-in and scheduling, filing, and other basic office responsibilities
- Assist with new and transfer student orientation by facilitating presentations, organizing appointments and appropriate paperwork, and assisting students with course registration
- Work at special events such as Spring, Summer, and Winter graduations and New Student Networking Nights

Temple University, ITACS Program, Philadelphia, PA
Information Technology Assistant, August 2017 – August 2018
- Work with 3 graduate level professors in the IT Audit and Cyber Security Masters Program to help design community WordPress sites and blogs for each of their courses
- Monitor 60-80 students' posts and assignments weekly throughout the semester
- Work on special projects, such as test bank and quiz pool conversion as well as website formatting and updates

SKILLS & LANGUAGES:

Microsoft Office, WordPress, Tableau, SQL,

Gujarati (Fluent)