

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2020
Major: MIS and Finance
GPA: 3.88 | Business Honors Program | University Honors Program | Dean's List: Fall 2016, Spring 2017

ACTIVITIES: Member, Professional Sales Organization, 2017-Present
Member, Temple University Powerlifting Club, 2016-Present

EXPERIENCE: FIRST EQUITY HOLDINGS GROUP, Ambler, PA May 2017 – August 2017
Operations/Financial Analyst

- Responsible for managing compliance with Office of Foreign Asset Control requirements for the consumer credit card program issued through Synovus Bank.
- Worked with financial group and CFO to help in daily settlement process.
- Assisted operations team on chargebacks and account reconciliations.
- Generally supported finance and operations management team in a variety of analytical and administrative functions.
- Collected and organized account historical records requested by subpoena.

PETER BRESLOW CONSULTING, Philadelphia, PA February 2017 – March 2017
PR Intern

- Developed a broadcast press list for the client's "junior pitch person social media campaign," which garnered significant media coverage and attracted dozens of contestants.
- Managed relationships with both clients and contestants for client's advertisement campaigns.
- Coordinated contestant auditions.

SELF EMPLOYED LANDSCAPER, North Wales October 2010 – August 2017

- Service 45 clients consisting of commercial and residential properties for lawn mowing and landscaping needs.
- Responsible for determining client pricing.
- Managed invoices and other receivables.
- Managed customer relationships with potential and existing clients.
- Responsible for maintenance and cost management.

CENTER SQUARE GOLF CLUB, Worcester, PA April 2011 – November 2014
Server

- Served food during large events for a public golf course.
- Washed dishes during golf outings for a public golf course.

SKILLS: Microsoft Power Point
Microsoft Excel

