

ALLISON STAUFFER

community.mis.temple.edu/members/allison-stauffer

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: December 2021

Major: Management Information Systems

THE PENNSYLVANIA STATE UNIVERSITY, Smeal College of Business

Bachelor of Business Administration

Major: Marketing

GPA: 3.2

SELECTED COURSES:

Digital Solutions Studio, Data-Centric Application Development, Financial Management, Introduction to Risk Management, Gender in America

EXPERIENCE:

DOSIE DOUGH CAFÉ, Lititz, PA

January 2012 – August 2018

Shift Manager, Barista, Supply Ordering, Food Handler, Customer Service

- Managed employees twice a week to ensure daily tasks were completed
- Trained employees for store procedures and everyday expectations
- Ordered supplies weekly for store and recorded weekly inventory
- Managed social media marketing through posting daily Instagram, Facebook, Twitter, and Spotify for the store's accounts
- Prepared made-to-order breakfast/lunch sandwiches and specialty espresso drinks for customers
- Handled money up to \$600, opened and closed the register

PENN STATE BERKS CYBER CAFÉ, Reading, PA

August 2016 – May 2017

Barista, Cashier, Food Handler, Customer Service

- Prepared specialty, made-to-order espresso drinks that require Starbucks specialized training on espresso machine
- Prepared sandwiches and pastries
- Handled money, opening and closing the register
- Assisted in training a new manager with money counting and store closing procedures

LANCASTER COFFEE ROASTERS, Lancaster, PA

May 2018 – August 2018

Barista, Cashier

- Prepared specialty, made-to-order espresso drinks on an espresso machine
- Handled money, opening and closing the register

SAXBYS, Philadelphia, PA

August 2018 – Present

Team Lead, Barista

- Delegate tasks to other employees to meet everyday expectations and procedures
- Organize goals for the day through collaboration with team members
- Record daily logs to show end of day status of the café, enter inventories and waste
- Handle money, count team members in and out at the beginning and end of shifts
- Take orders for specialty espresso drinks

ACTIVITIES AND VOLUNTEER WORK:

Association for Information Systems (AIS)

Fall 2018 - Present

Chair of Events

- Organize community service and social events throughout the semester
- Collaborate with members about requirements to maintain active member status
- Formulate new ideas to pursue for community service initiatives