

Benjamin P. Schlesinger

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

Bachelor of Business Administration, Graduation: August 2014

Major: Undeclared

GPA: 2.70

Selected Courses:

Intermediate Accounting 1 & 2

Business Calculus

Micro/Macroeconomics

Auditing & Assurance Service

ACTIVITIES & Participants:

Temple University Intramural Basketball, 2011-2012

Temple University Intramural Softball, 2012

EXPERIENCE: ATHENS REPRODUCTION, Ardmore PA September 2009 – August 2011

Assistant to the Owner

- Assisted the manager with various operations in the shop, including printing jobs and basic cleaning.
- Worked behind the desk and helped customers with printing jobs, such as creating pamphlets, booklets, bulletins, directories, flyers, and yearbooks.
- Filed customer receipts.
- Helped create pamphlets for National Night Out, a community program to support police.
- Quickly and productively finished jobs when the owner had other work to complete.

SKILLS & LANGUAGES:

- Microsoft Word, Office, Powerpoint, Excel
- Spanish-conversant