

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2018
Major: Management Information Systems
GPA: 3.29

ACTIVITIES & AWARDS:

- Dean's Honor List, Bucks County Community College 2014-2016
- Temple Scholar Award 2016
- Member, Sigma Alpha Pi. Fall 2017
- Member, Association for Information Systems, Fall 2017

EXPERIENCE:

TEMPLE UNIVERSITY- FOX SCHOOL OF BUSINESS, Philadelphia, PA September 2017-Present
Teaching Assistant

- Attend lectures to help students with practice problems.
- Tutor students weekly on concepts learned during class.
- Assist professor with tasks such as grading, and emailing students.

ADVANCED AMERICAN INSTITUTE OF TECHNOLOGY, Feasterville, PA September 2016- August 2017
English Second Language Instructor

- Planned and organized lessons for teaching English to 20 adult ESL students in a classroom setting.
- Utilized varied teaching techniques and strategies to address all aspects of communication including reading, writing, speaking, and listening.
- Evaluated students' progress through academic assessments.
- Maintained standards of student behavior necessary for a productive classroom environment.

VICTORIA'S SECRET, Willow Grove, PA Seasonal: November 2015- January 2016
Sales Associate

- Provided customer service to 40 + shoppers per shift, assisting with garment selection and answering questions.
- Handled cash, checks, and credit card transactions totaling approximately \$3000 daily.
- Managed product returns and exchanges.
- Alerted customers about daily deals and promotions.

SKILLS AND LANGUAGES:

- Microsoft Word, Excel, PowerPoint
- R, MySQL
- First Aid/CPR certified- March 2017-Present
- Russian- Fluent