**Catherine E McNicholas** tuc67312@temple.edu

*1457 West Rockspray Road | Jamison | PA | 18929 | tel: 215.491.7862*

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

 ***Bachelor of Business Administration, Graduation: May 2015***

 ***Major: Accounting***

 Cumulative GPA: 3.13

 *Selected Courses:*

 Intermediate Accounting

 Financial Accounting

 Cost Accounting

 Calculus for Business

# ACTIVITIES & AWARDS:

# UCA All American Cheerleader Award, 2010

High School Varsity Cheerleader, 2008, 2009, 2010

INTERMEDIATE ACCOUNTING PROJECT:

* Analyzed numerous activities within a made-up company and developed all seven steps of the accounting cycle including the four financial statements.
* Served as team lead, organizing group meeting times and locations as well as assembled the project.

EXPERIENCE:GIANT FOOD STORES, Jamison, PA December 2008 - Present

 **Bakery Clerk**

* Complete day-to-day procedures such as prepare, sort, and organize baked goods and decorate handcrafted goods for a full-service grocery store.
* Started as bakery clerk; promoted to morning baker and assistant cake decorator.
* Provide excellent customer service, building strong customer-based relationships and communication skills.
* Track temperatures of an assortment of baked goods to prevent selling spoiled goods.
* Assemble face-to-face/telephone customer orders along with recommendation of products leading to increased sales.

 GIANT FOOD STORES, Jamison, PA May 2013 - Present

 **Starbucks Barista, Coffee Shop**

* Provide a variety of handcrafted beverages for a full-service grocery store serving approximately 46 to 68 customers per shift.
* Operate cash register and reconcile transactions.
* Drive sales with excellent quality of service focus and marketing strategies.
* Provide excellent customer service, building strong customer-based relationships and communication skills.

# SKILLS:

# Microsoft Excel, Word, and PowerPoint

# SAP trained