1005 Cornwallis Drive | Easton | PA | 18040 | tel: 484.707.5061

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

Bachelor of Business Administration, Graduation: May 2015 Majors: Finance & Management Information Systems (MIS)

GPA: 3.52 | Dean's List: Fall 2011 - Spring 2013

Selected Courses:

International Finance Seminar in Financial Management

Information Systems Integration

ACTIVITIES & AWARDS:

Beta Gamma Sigma – Business Honor Society, inducted in Spring 2014 Member of AIS (Association for Information Systems), Fall 2012 - Present Participant in Fox Mentorship Program, Fall 2012 Temple University Scholarship grant of \$2,500 a year, Fall 2011 – Present

EXPERIENCE: LOCKHEED MARTIN, Moorestown, New Jersey

Information Technology Intern

May 2014 - Present

- Work for the Missions System and Training (MST) business area, which consists of 14,000 employees across 10+ sites that create \$7.1 billion in annual sales.
- Assisted in managing a virtual, intern-led project producing a professional, customer oriented iLab website that highlighted products and services while increasing awareness.
- Provided guidance in the iLab to the user base by showcasing Lockheed Martin technology as well as troubleshooting hardware.
- Coordinated the deployment of 1000+ iPhones nationwide across MST by contacting users based on upcoming contract end dates, in addition to directly correcting issues to ensure project completion by year's end.
- Organized and consolidated the queue for IT Procurement team by highlighting orders over a month old and clearing tickets to help keep the team on track with its \$18 million budget.

SOMERVILLE LUMBER COMPANY, Bridgewater, New Jersey

Inventory and Receiving Coordinator

May - August 2012 & 2013

- Sole coordinator for a lumber and building center that was comprised of 70 employees that generated \$25 million in gross sales yearly.
- Coordinated, appraised, and documented over \$500,000 in inventory, which resulted in newfound savings of over \$40,000.
- Handled all incoming merchandising freight on a daily basis, which entailed taking inventory and organizing product displays.

SKILLS & LANGUAGES:

- Proficient in the Microsoft Office suite
- Basic experience with WordPress, MySQL Workbench, and SAS Enterprise Miner
- Educated in PHP, HTML, and Justinmind