

Dylan M. Lee

community.mis.temple.edu/dlee/

1125 Bridle Path Dr. | Quakertown | PA | 18951

tel: 267-772-3252 | *Dylan.lee@temple.edu*

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2020
Major: Management Information Systems
Minor: Supply Chain Management
GPA: 3.26 | Dean's List, Fall 2018

SELECTED COURSES:

Data Analytics, Data-Centric Application Development, Digital Solutions Studio,
Enterprise IT Architecture, Excel for Business Applications

ACTIVITIES: Member, Association for Information Systems September 2018 – present

INFORMATION TECHNOLOGY SKILLS:

Data Analysis: SQL, R, Excel
Web Development: HTML/CSS, JavaScript

EXPERIENCE: PI KAPPA PHI FRATERNITY, Philadelphia, PA March 2018 – Present
Chaplain

- Teach all members, current and new, history of the fraternity as part of the Founding Father process
- Oversee nine-man Brotherhood committee and three-man Ritual committee
- Initiate new members into the Fraternity by administering an exam on material learned throughout the semester
- Assist treasurer in allocating money for brotherhood events using \$27,000 semester budget

MAXI'S PIZZA SUBS AND BAR, Philadelphia PA February 2017 - Present
Doorman

- Check to make sure all patrons have a valid ID to enter the bar on Temple campus
- Ensure all patrons are safe and under control while on the premises
- Resolve any conflicts involving patrons

TGI FRIDAYS, Quakertown, PA May 2016 - August 2017
Server

- Process guest checks and provide proper change
- Provide customer service at a casual dining American chain restaurant
- Take orders, serve food, and answer any questions about menu items
- Resolve any guest complaints in a timely manner

SKILLS & LANGUAGES:

- MS Word, PowerPoint
- RAMP Training – January 2018
- Spanish – beginner

