

# Dominick Falco

<http://community.mis.temple.edu/domfalco/>

4562 Glasgow St | Center Valley | PA | 18034

610.573.9452 | falco@temple.edu

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
**Bachelor of Business Administration, Graduation: December 2016**  
MAJOR: Management Information Systems  
GPA: 3.0 | Dean's List: Fall 2012 & Spring 2013

## SELECTED COURSES:

Data-centric Application Development, Enterprise IT Architecture, Digital Design and Innovation, Information Security for Cyber Crime, Lead Global Digital Projects

## ACTIVITIES AND AWARDS:

- Member Temple University's Golden Key International Honour Society, 2012 -- present
- Member Association for Management Information Systems, 2011 -- present

EXPERIENCE: BeHeardPhilly, Philadelphia, PA Spring 2016

### **Project Management Intern**

- Successfully managed the development of new web and mobile enabled tools
- Oversaw the planning, implementation, and tracking of all assigned projects
- Created detailed work plans identifying and sequencing all necessary tasks
- Prepared financial reports and supporting documentation for project sponsors
- Ensured all projects be delivered on-time, within scope & budget, and in working order

Pennsylvania Ballet, Philadelphia, PA

Fall 2015

### **Business Analysis Intern**

- Mapped out a new digital marketing strategy and process
- Designed an interactive dashboard for the ballet to track and analyze data
- Prototyped mobile applications to streamline digital marketing management and engage & entice new users

The Social Station, Allentown, PA

Summers 2014 / 2015

### **Social Media Manager / Web Developer**

- Designed, coded, and modified aspects of The Social Station's online platform
- Developed and managed social media presences for over 40 businesses around the US
- Maintained strong client relationships by meeting frequently to discuss and design new marketing strategies

## INFORMATION TECHNOLOGY SKILLS:

Software Development:	Visual Studio.NET, C++
Web Development:	HTML, PHP, WordPress
Database Management:	MySQL, SQL, SQL plus
Project Management:	Microsoft Project
ERP Systems:	SAP
Wireframing:	Justinmind, Visio