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104 Darter Lane | North Wales | PA | 19454 | tel: 215.264.6144

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

***Bachelor of Business Administration, Graduation: Fall 2021***

***Dual Major: Management Information Systems;***

***International Business, Concentration: International Marketing;***

***GPA 3.60***

***Dean's List, Fall 2019, Spring 2020***

***Study Abroad Session, Temple Rome, Summer 2018***

ACTIVITIES AND AWARDS:

CYB001x: Introduction to Cybersecurity, Spring 2020

Data Analytics Course, Spring 2019

Marketing Simulation Group Case, Spring 2019

Director of Professional Development, International Business Association, Fall 2018 - Spring 2019

Black Belt in Mixed Martial Arts, April 2014 - Present

Assistant Instructor, Tiger Schulmann's Martial Arts, April 2014 – May 2017

EXPERIENCE:

INNOVATION & ENTREPRENEURSHIP INSTITUTE, Temple University, May 2020 – August 2020

**IEI Systems Administrator Internship**

- Assisted with the analysis and validation of data used for the IEI's yearly rankings.
- Implemented two new systems for the IEI, Startup Tree and Leanstack.
- Ensured that the IEI's summer long program, StartUp Studio, operated without issues.
- Created guidelines for future employees regarding Startup Tree and Leanstack.

INNOVATION & ENTREPRENEURSHIP INSTITUTE, Temple University, January 2019 - Present

**IEI Facilitator**

- Clean, correct, and analyze large sets of data from events and workshops in Excel.
- Coordinate, plan, and assist in running events that range from 10 – 200 attendees.
- Act as a liaison between IEI and any potential contact inside and outside of Temple.
- Work autonomously and ensure that tasks are completed in a timely manner.
- Created systems that optimized attendance tracking for co-workers during events.

SAXBYS COFFEE, Philadelphia, PA

November 2017 – November 2018

**Team Lead**

- Supervised over 5-6 café employees.
- Ensured that the café operated smoothly and served guests in a timely manner.
- Progressed from new hire to on-shift Team Lead within 6 months of hiring.
- Confirmed that all cash transactions throughout the day were properly handled and accounted for correctly.
- Responsible for handling all guest issues and solving them without upper management.

SKILLS & LANGUAGES:

- Microsoft Word, PowerPoint, Excel, and Outlook
- Italian (Elementary)
- HTML (Basic), JavaScript (Basic), SQL (Basic).