2252 N. Howard St. | Philadelphia | PA | 19133

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA Bachelor of Business Administration, Graduation: May 2016 MAJOR: Management Information Systems GPA: 3.5 | Dean's List: Fall 2014

SELECTED COURSES:

Data Analytics, IT Enterprise Architecture, Business Society and Ethics 3102

ACTIVITIES AND AWARDS:

• Multimedia Finalist, Philadelphia Inquirer, 2009

INFORMATION SYSTEMS PROJECTS:

- Analyzed, created, and inserted information into a SQL database system to keep track of company information.
- Worked on a Data Analytics Challenge that required analyzing and graphing information.
- Created cost-benefit analyses that was used as the basis for decision-making on proposed IT implementation projects.

INFORMATION TECHNOLOGY SKILLS:

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Web Development:	Wordpress, HTML
Database Management:	SAS, SQL, Microsoft Excel
Document Management:	Microsoft Word

EXPERIENCE: ARMANI EXCHANGE, Philadelphia, PA Summer 2014 – Present Sales Associate & Cashier

- s Associate & Cashier Provide customer service for clothing retailer of business professional and business
- casual attire, including suits, formal wear, and other accessories.
 Identify sales opportunities and follow up on existing customers for business
- Identify sales opportunities and follow up on existing customers for business development.
- Handle and resolve customer complaints; Work as a team to complete in-store tasks.

IMPERIAL SECURITY, Philadelphia, PA Security Guard

July 2014 – November 2014

- Wrote reports of daily activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
- Answered alarms and investigated disturbances.
- Performed safety inspections daily in order to avoid negative activity.

SKILLS & LANGUAGES:

- Spanish Fluent
- First Aid/CPR certified, Summer 2014