700 Maplewood Dr | Douglassville | PA | 19518 | 484.794.2791

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

Bachelor of Business Administration, Graduation: May 2017
MAJOR: Management Information Systems | MINOR: Biology

GPA: 3.1, Major GPA: 3.4 |

SELECTED COURSES:

Data Analytics, Data-centric Application Development, Enterprise IT Architecture, Information Systems in Organizations, Digital Solutions, Computer Science, Public Speaking, Business Communications, Operations Management, Organic Chemistry

ACTIVITIES AND AWARDS:

- Teaching Assistant, Information Systems in Organizations, 2016- Present
- Member, Association for Management Information Systems, 2014- Present
- Temple University Owl-to-Owl Mentor Program, 2015-2016

INFORMATION TECHNOLOGY SKILLS:

Analysis: Visio, Rational, Visible Analyst

Software Development: Java Web Development: HTML

Database Management: Microsoft Access, SQL plus, SQL

Project Management: Microsoft Project

EXPERIENCE:

CHILDREN'S HOSPITAL of PHILADELPHIA, Philadelphia, PA

Research Assistant

July 2015-Present

- Collect, analyze, and manage data for an Early Onset Adolescent Narcolepsy study with physicians from children's hospitals from across the country
- Assist with topic proposal, survey design, custom report generation, analyzation of data, and query resolution

TEMPLE UNIVERSITY CAREER CENTER, Philadelphia, PA

Assessment Ambassador

September 2016-Present

- Assist the Associate Director of Assessment and Technology with data entry, follow up, and analysis of Temple University Post Graduation Plans Survey
- Organizing and analyzing confidential student data in Excel and Access
- Work with SurveyMonkey, Temple's online job posting system, and OwlNetwork to develop and implement surveys

eRESOURCE TECHNOLOGY, Philadelphia, PA

Intern

May 2015 - August 2015

- Shadowed Project Management staff and performed designated tasks in support of study set up, monitoring, and closeout
- Assisted with documentation management for paper and electronic study files
- Participated in meeting preparations including report generation and review
- Provided administrative support to Project Managers and performed other duties, assignments, and special projects as requested