144 Windham Court | Newtown | PA | 18940 | 215.260.4606

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

Bachelor of Business Administration, Graduation: May 2015

Major: Human Resource Management Minor: Management Information Systems

Major GPA: 3.57

ACTIVITIES: Society for Human Resource Management,

VP of Programing, Fall 2013

Corporate Relations Director/CSPD Liaison, Fall 2012, Spring 2013

Member, Spring 2012

Big, Big Brothers/Big Sisters Program, Fall 2012, Spring 2013

Mentor, Fox Mentorship Program, Fall 2012

Member, Professional Sales Organization, Spring 2012

EXPERIENCE: TerraCycle, Trenton, NJ

Executive Team Intern

December 2012 – August 2013

- Interned with TerraCycle's Executive team, including the CEO, CAO, VP of Legal, and Senior Executive Associate.
- Developed and managed 2013 Summer Internship Program, consisted 70+ interns
- Managed Trenton office's Careers page, while working with managers across multiple departments on individual recruitment strategies
- Developed company's first HRIS database, which contained all interns dating back to the company's start

DACH Team Intern, Mainz, Germany

June 2013 – July 2013

- Interned with TerraCycle's DACH team, which manages the company's Germany, Austria, and Switzerland operations in Mainz, Germany
- Began process of developing first Public Location Collections in Germany region
- Utilized Google Analytics to identify insights for company website. Presented findings and taught proper use of GA to entire DACH Team

Business Development Team Intern

October 2012 - December 2012

- Interned with TerraCycle's Business Development team at their global headquarters office.
- Worked closely with TerraCycle's CEO, CAO, and VP of Global Business Development to forge partnerships with some of the largest brands in the world including Nestle, J&J, P&G, and Kraft across 22 countries.
- Assisted in drafting presentations, identifying areas of opportunity, and researched potential partners through mining of 300+ contacts.

Newtown Athletic Club, Newtown, PA

Supervisor, Aquatics Department

September 2011 – May 2013

- Supervise day-to-day operations including hiring, scheduling and evaluating 12+ employees in Aquatics Department for a nationally-ranked athletic club serving close to 4,000 members.
- Promote company and department through 250+ outgoing calls to new members and running "Aquatics Open Houses."

Swim Instructor/Coach

October 2007 - May 2013

- Taught 1500+ swim lessons ranging from beginner to triathlete for toddlers to adults
- Coached the "NAC Attack" Swim Team for 5 successful seasons through 300+ intensive practices and multiple competitive swim meets.

SKILLS:

- Certified Microsoft Office Specialist PowerPoint
- Proficient in HTML, SAP, Google Analytics