

EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2015

Major: Finance

GPA: 4.0 | Dean's List: Fall 2013

ACTIVITIES & AWARDS:

- Volunteer Tax Preparer, The Campaign for Working Families, January 2014- Present
- Head coach, Mount Laurel Recreation Basketball League, December 2012- Present
- Active member, Young Professionals Network, August 2013- Present
- Treasurer (managed \$27,000+), Zeta Beta Tau Fraternity, May 2012- November 2012
- Awarded Scholarship for high academic status and active involvement in the Community, May 2011
- President, Distributive Educational Clubs of America (DECA), September 2010- May 2011

EXPERIENCE:

AMERIPRISE FINANCIAL, Wilmington, DE

October 2012 – August 2013

Intern, Financial Advising

- Performed basic financial advising analysis based on the stock market, tax laws, insurance policies, estate planning, and retirement needs for 100 clients with a combined net worth of \$80 million.
- Conducted extensive research on a variety of mutual funds, stocks, and ETFs using finance databases.
- Trained and aided in the hiring of new employees.

FEDERAL RESERVE OF PHILADELPHIA, Philadelphia, PA

Summer 2012

Exhibit Host, Human Resources

- Supervised the Federal Reserve's educational exhibit which experienced 200+ visitors daily.
- Engaged and communicated with visitors about the rules and regulations of the exhibit.
- Helped organize the 2nd Presidents of the Federal Reserve's meeting.

COMPUTER AID INCORPORATED, Newark, DE

February 2012 - May 2012

Intern, Customer Service

- Responded to 10-30 telephone calls daily requiring technical support for their computers.
- Helped customers using service desk databases and knowledge about Microsoft programs and other computer functions.
- Expressed solutions to the clients' issues quickly and effectively.

CAMP BOW WOW, Cherry Hill, NJ

July 2009 – January 2012

Shift Supervisor

- Managed a dog day care and boarding facility with 25 employees and 80 dogs each day.
- Handled customer transactions, complaints, and organization of the facility.
- Responsible for keeping a clean, safe, and productive work environment.

SKILLS & LANGUAGES

- Very proficient in Microsoft Word, Excel, PowerPoint, and the financial database Thomson One.
- Spanish- Basic level (5 years of classes).
- Experienced with handling sales transactions, budgeting, and management.
- Excellent customer relations, written, and communication skills
- Strong leadership roles throughout high school, college, and workplace.