

**EDUCATION:**

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

**Bachelor of Business Administration, Graduation: May 2021****Major: Management Information Systems**

GPA: 3.97 | Business Honors Program | University Honors Program | Dean's List, Fall 2017

**ACTIVITIES & AWARDS:**

- First Place, Deloitte Case Competition, Spring 2018
- Recipient, Professional Academic and Achievement Award, Spring 2018
- Recipient, The Bill and Jean Devaney Endowed Scholarship, Spring 2018
- Chair of Community Service, Association for Information Systems, Fall 2018 – Present

**EXPERIENCE:**

TEMPLE MIS DEPARTMENT, Philadelphia, PA

May 2018 – Present

**Student Worker**

- Assist the Senior Associate Director of the Management Information Systems (MIS) department with data collection and analysis for job status reports

METRO COMMUNICATIONS MINISTRY, East Falls, PA

August 2017 – Present

**Associate Analyst**

- Manage brand presence and domains on social media channels including Facebook and Instagram
- Record and analyze marketing analytics on MS Excel on a weekly basis
- Communicate with Director of Communications and other members through group video calls on a bi-weekly basis

BITE APP, INC., Philadelphia, PA

August 2017 – February 2018

**Project Manager Associate Intern**

- Managed various project streams and reported project milestones to the CEO and COO at food app start-up company
- Increased overall impressions on Instagram by 15,000 through the usage of pods, hashtag sets and other various techniques
- Communicated company's vision to over 300 influencers through direct messages on Instagram

PRIVATE TUTOR, Havertown, PA

January 2017 – August 2017

**Tutor**

- Tutored second and third-grade students in English and Math
- Designed four worksheets for two elementary school students on a weekly basis
- Customized teaching plans based on students' individual needs on a bi-weekly basis

**SKILLS & LANGUAGES:**

- MS Word (Intermediate), MS PowerPoint (Basic), MS Excel (Basic)
- Korean - Elementary