Jeremy T. Tibbetts

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EDUCATION: **TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA**
Bachelor of Business Administration, Graduation: December 2019
Major: Management Information Systems
Minor: Finance
GPA: 3.73 | Dean's List: Fall 2016, Spring 2017, Fall 2017, Spring 2018

ACTIVITIES: Member, Association for Information Systems (AIS), September 2018- May 2019
Lead Analyst, Fox Fund, January 2018 – May 2018
Member, Temple University Investment Association, January 2017- May 2018
Member, Financial Management Association, January 2017- May 2018
Associate Analyst, Fox Fund, September 2017- December 2017

INFORMATION TECHNOLOGY SKILLS:

Data Analysis:	R, RStudio
Application Development:	HTML, CSS, JavaScript, PHP, Justinmind
Database Management:	SQL, MySQL
Cloud Computing:	Microsoft Azure
Project Management:	Excel, Word, PowerPoint
Financial Markets:	Bloomberg Market Concepts Certificate, FactSet

EXPERIENCE: **PFIZER, Collegeville, PA**   May 2019 - Present
Pfizer Digital Project Manager/Business Analyst Student Worker
- Ensured completion of project timelines and milestones, facilitated status meetings to ensure team alignment, and updated development lifecycle (SDLC) documentation for an application upgrade release
- Planned stakeholder meetings, recorded minutes, and assisted cross-functional project team members to develop RFP for a next generation software solution
- Coordinated enterprise business technology requirements across 4 teams producing 150+ requirements to drive operational efficiencies and increase quality
- Participated in and won 1st place out of 8 teams in a Hackathon/Shark Tank event; researched existing market, created cost analysis, developed wireframe for proposed mobile application, and presented solution
- Aligned requirement template to current specifications for an application lifecycle management tool (ALM-QC)

SEI INVESTMENTS, Oaks, PA   Summer 2018
Private Banking Solutions Team Intern
- Led project to rename over 1000 database entries and created extensive naming guidelines for future use at a financial services company
- Gathered requirements from 8 internal stakeholders from various departments to develop the naming project
- Completed and presented a solution to a summer long team case study to executive management about how SEI could strategically position itself to benefit from the growing student loan debt market
- Provided assistance and research for projects on mainframe technology, financial reporting, user acceptance testing, and data analytics