

## John J. Zelli

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55 Washington Boulevard/ Eagleville / PA / 19403 / 484.941.4421

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
**Bachelor of Business Administration, Graduation: May 2016**  
**Major: Entrepreneurship Minor: Finance**  
GPA: 2.93  
*Selected Courses:*  
Management Information Systems  
Business Statistics  
Financial Accounting  
Human Resources Management

### ACTIVITIES:

- Chief Financial Officer, Pennsylvania Free Enterprise Week 2010
- President, National Company, Junior Achievement 2011
- Volunteer Mentor at Start-Up Corps. 2012

EXPERIENCE: AMEDEO'S TOO, Norristown, Pennsylvania June 2009 – Present

#### **Chef Assistant, Catering Assistant**

- Monitor operations such as delivery organization, kitchen line, and smooth transitions from the kitchen to the dining room.
- Make preparations for events and parties that request catering services and events.
- Provide delish cuisine for the fine-dining, 25 table restaurant specializing in Italian Cuisine.

SMART MOMS, Eagleville, Pennsylvania

January 2011 – Present

#### **Manager**

- Arrange for set up of building and cosigners in order for the set up process for the 100 plus cosigners to run smoothly.
- Set up equipment and organize merchandise in a timely fashion to prevent confusion and loss of revenue.
- Provide customer service for customers that are in need of assistance.
- Supervise the closing down of the equipment and remaining products in an organized fashion.

### SKILLS:

- Microsoft Word
- SAP Training
- Microsoft PowerPoint
- Pivot Table