

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

Bachelor of Business Administration, Graduation: May 2015

Major: Accounting | Minor: Criminal Justice

GPA: 3.48

Dean's List, Fall 2011-Fall 2012

Selected Courses:

Financial Accounting

Cost Accounting

Business Statistics

Intermediate Accounting I

Financial Management

Legal Environment of Business

ACTIVITIES & AWARDS:

Member, Institute of Management Accountants-Temple (IMA-T), Fall 2012-Present

Member, Division I Women's Rowing Team, Spring 2012-Present

Recipient, James F Swift Scholarship, Scranton Area Foundation, 2011-Present

EXPERIENCE: TU RESNICK CENTER, Philadelphia, Pennsylvania January 2014-Present

Tutor: Business Communications

- Work closely with student athletes to increase comprehension of Business Communications.
- Edit content, correct grammar, and help avoid topic drift in students' papers.
- Work effectively with a diverse group of students, including international students, to help increase writing and presenting skills.

TEMPLE UNIVERSITY, Philadelphia, Pennsylvania

Fall 2012 - Present

Peer Instructor: University Seminar 1001

- Assist new students with their transition to the University in a classroom setting.
- Help the instructor with creating and executing syllabi.
- Serve as a liaison between students and university officials.

MONTAGE MOUNTAIN, Scranton, Pennsylvania

Seasonal 2009 - Present

Cashier/Server/Bartender

- Provide energetic and timely customer service for on-the-go customers.
- Began as cashier, promoted to server and bartender in 2013 of eagerness to learn new positions and willingness to work in a fast-paced environment.
- Serve as a cook, cashier, bartender, etc. when needed, including assisting the manager with group events and birthday parties.

MOOSIC LAKES, Mount Cobb, Pennsylvania

Summers 2009 - Present

Lifeguard

- Ensure the safekeeping of patrons in the lake by surveying scenes, enforcing policies, and preventing and responding to emergencies.
- Follow emergency action plan in the event of an emergency.
- Possess certain skills, including Lifeguard, First Aid, CPR, and AED Certification in order to save the lives of helpless swimmers.

SKILLS & LANGUAGES:

- Microsoft Office, PowerPoint, Excel, Access
- Intermediate Spanish knowledge