

JOE MIS

community.mis.temple.edu/joemis

57 Oak Lane Ave | City | PA | 99999
joe.mis@temple.edu

555.555.5555 /

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2017
Major: Management Information Systems | Minor: Health Care Management
Overall GPA: 3.0, Major GPA: 3.2 | Dean's List: Fall 2014 & Spring 2015

SELECTED COURSES:

Systems Analysis & Design, Database Management Systems, Managing Global Information Systems Projects, Business Process Analysis

ACTIVITIES AND AWARDS:

- Member, Association for Management Information Systems, 2013 – present
- IT Leaders Scholarship, Irwin L. Gross eBusiness Institute, 2015

INFORMATION SYSTEMS PROJECTS:

- Analyzed requirements and created real estate database management system to track property locations, vacancies, rent payments, payroll, and maintenance requests.
- Served as team lead for analysis, design and development of Radio Frequency Identification System (RFID) to identify and register vehicles for automobile parts manufacturer.

INFORMATION TECHNOLOGY SKILLS:

Analysis: Visio, Rational, Visible Analyst
Software Development: Visual Studio.NET and Java
Web Development: HTML, ASP, Microsoft FrontPage
Database Management: Oracle 11i, Microsoft Access, SQL plus, SQL, PL/SQL
Project Management: Microsoft Project, Microsoft Office

EXPERIENCE: BLOOMBERG, L.P., New York, NY May 2015 – August 2015

Intern

- Provided technical support to online provider of financial information, business news and analytics, including real-time and historical pricing, portfolio management and e-trading tools.
- Assisted with confidential client registration in Bloomberg Secure Access Technology (BSAT).
- Conducted online research on technology trends, compiled report and presented findings to senior management.

BROOKS BROTHERS, Philadelphia, PA

Summers 2013, 2014

Sales Associate & Greeter

- Provided customer service for clothing retailer of business professional and business casual attire, including suits, formal wear, and other accessories.
- Selected for company college scholarship program that underwrites 50% of tuition.

SKILLS & LANGUAGES:

- Spanish - conversational
- First Aid/CPR certified, Spring 2014