

LOUISA CARLETON

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<http://community.mis.temple.edu/louisacarleton>

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2017
Major: Management Information Systems

ACTIVITIES AND AWARDS:

- Member, Temple Association for Information Systems, April 2014-December 2015
- Member, Temple E-Sports Club, January 2014-present
- Member, Temple Gamer Guild, October 2014-present

EXPERIENCE:

STARBUCKS, Lansdale, PA

May 2016-present

Barista

- Ensured customer satisfaction in a variety of roles, including serving customers and maintaining store cleanliness.
- Earned Welcoming Award for providing friendly atmosphere for each customer after only three months of employment.

MSM SOCIAL COACHING, North Wales, PA

May 2014-August 2015

Web Intern

- Headed company-wide rebranding project by migrating existing website to Wordpress and refreshing the aesthetics of the site, increasing initial consultations by 30% in the next three months.
- Developed demographical surveys via SurveyMonkey to determine the needs of current and potential clients.
- Designed owners' business cards and brochures for promotion of the business to potential clients.

MARSHALLS, North Wales, PA

Summer 2015

Sales Associate

- Provided excellent customer service for clothing retailer of casual attire, activewear, swimsuits, and outerwear.
- Worked in back room organizing inventory from suppliers in a quick, efficient manner while working in teams.

INFORMATION TECHNOLOGY SKILLS:

- Adobe Photoshop
- Wordpress
- SurveyMonkey
- Google Analytics
- Microsoft Office – Word, Excel, Powerpoint, OneNote