

Mariia Prikhodko

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

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

Bachelor of Business Administration, Graduation: May 2022

Majors: Risk Management and Insurance | Management Information Systems

Overall GPA: 3.91 | Dean's List: Fall 2019-Present | Fox and University Honors

Selected Courses:

Honors Financial Accounting

Data Analytics

User Experience Design

Managing Human Capital Risk

Cloud Architecture

Data-Centric Application Development

BRITISH INTERNATIONAL SCHOOL PHUKET, Phuket, Thailand

International Baccalaureate Diploma, May 2019

ACTIVITIES & AWARDS:

Fellowship in Amsterdam, Fall 2020 - Present

Member, Association for Management Information Systems, Spring 2020-Present

Sister, Alpha Xi Delta, Spring 2020 - Present

Member, Gamma Iota Sigma for Risk Management, Fall 2019-Present

Member, Model United Nations Club, Fall 2019-Present

Member, Temple Student Government, Fall 2019-Present

IB Extended Essay Award, May 2019

UKMT Math Challenge Bronze, Fall 2018

Roll of Honor Award, Spring 2018

INFORMATION TECHNOLOGY SKILLS & LANGUAGES:

Web Development: HTML, JavaScript, CSS, WordPress

Database Management: SQL

Project Development: Microsoft Office

Languages: Russian, English

EXPERIENCE: LOCAL MEMBER, Philadelphia, PA

May 2020-Present

Business Technology Intern

- Use WordPress to set up over 200 pages and posts for a startup that created local directories, with the inclusion of over 950 businesses, in order to promote local businesses in Philadelphia
- Facilitate connections with local bloggers and influencers through research, engaging email correspondence and personalized approach in order to establish "local expert guides" and increase business engagement
- Establish an efficient email UX through automation and email marketing, using "ActiveCampaigns" to map the processes.

DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS, Phil., PA January 2020 - Present

Information Technology Assistant & Diamond Peer Teacher

- Set up a "Diamond Peer Teacher Corner" page using WordPress to regularly post study guides and sets of questions on weekly basis material
- Review and evaluate assignments, labs and activities in the MIS 2101 section with over 100 students

- Hold regular office hours twice a week to help students with assignments and to answer any questions regarding the curriculum
- Assist professors during classes, lead review sessions, create diagrams and presentations, and support the programming curriculum of the course

DEPARTMENT OF MANAGEMENT INFORMATION SYSTEMS, Phil., PA January 2020 - Present

Front Desk Receptionist

- Answer high volume phone calls, book appointments between professors and students, organize events and meetings, and redirect calls to different faculty staff
- Liaise with faculty staff to ensure correct scheduling of conferences, mail delivery and other miscellaneous work
- Match and handle purchase orders from the MIS PRO store, as well as file the receipts in the allocated spreadsheet.

BARNES AND NOBLES, Philadelphia, PA

January 2020 - May 2020

Student Staff

- Assist the customers with finding books, equipment, and other supplies they may require
- Record customer information in company database
- Provide excellent customer service by assisting customers with purchase recommendations, subscriptions and general enquiries

“TROPICLOOK” REAL ESTATE, Phuket, Thailand

September - December 2018

Manager’s Assistant

- Met the tenants and completed the initial walk-through through the property
- Communicated any issues with the tenants and the property with the manager and other team members
- Managed finances and expenses, including utilities and miscellaneous expenses