4326 Manayunk Ave. | Philadelphia | PA | 19128 | tel: 610-804-4652

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

Bachelor of Business Administration, Graduation: May, 2016

Major: Marketing

GPA: 3.111

MONTGOMERY COUNTY COMMUNITY COLLEGE, Blue Bell, PA

Associates in Science, Graduated: May, 2013

Major: Liberal Arts

GPA: 3.3

ACTIVITIES & AWARDS:

President of PBL - Phi Beta Lambda

Member since 2012

Oversee and run weekly meetings with a group of 60 members plus

Organized *Ford Drive for your Community* event and raised \$6,000 for the March of Dimes Foundation exceeded our goal by \$2,000

Competed in the State and National level in Gettysburg, PA and Anaheim CA Placed 2 in States for Sports Management & Marketing

IFL – Institute for Leadership certified

Voting delegate for State and National Level

EXPERIENCE: US Hole-In-One, Ardmore, PA

March 2014 - Present

Sales Assistant

- Handled day to day interactions with new and prospective customers
- Landed sales leads, accounts and new opportunities
- Operated and used a CRM via ACT
- Provided Quotes for potential customers
- Customer service
- Increased sales revenue

The St. James Place, Ardmore, PA

July 2013 - Present

Server-Bartender

- Provide customer service for a 120-seat, fine dining restaurant, specializing in American Bistro Cuisine.
- Recommend nightly specials and suggest wine to complement courses
- Averaged \$800-1400 in sales nightly
- Highest guest check average in company
- Assist with daily side-work

Server, Supervisor

- Provided customer service for a 185-seat, fine dining restaurant, specializing in Steaks and American cuisine.
- Promoted to Supervisor, closer responsibilities included
 - Issued nightly sections and side work
 - Inspecting servers closing duties and sections
 - Perform nightly server cash outs
- Team oriented worked with a team of 8 to 14 servers nightly
- Showed Leadership skills

SKILLS & LANGUAGES:

- Proficient in Word, and Power Point, some experience in Excel
- Fluent in English and Polish
- Serve Safe Certified
- Bartender license