

Michelle L. Finke

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

Bachelor of Business Administration, Graduation: August, 2014

Major: Business Administration

GPA: 3.00

Dean's List, Fall 2010

Selected Courses:

Leadership & Organizational Management

Business Communications

Power, Influence, & Negotiations

Fundamentals of International Business

Critical Skills for Effective Managers

Communicating in Organizations

ACTIVITIES & AWARDS:

Fashion for Business Club, Member, Fall 2012-Present

Share Our Strength, Member, December 2012-Present

EXPERIENCE: NEW YORK & COMPANY, Willow Grove, PA

October 2013-Present

Sales Associate

- Assist store managers with creative and “product-centric” floor-set
- Organize and distribute incoming product shipments and maintain current back stock
- Contribute to selection of products for visual merchandising
- Observe daily sales and transaction goals based on previous year numbers
- Preserve store appearance while assisting customers in finding products

GIANT FOOD STORES, Roslyn/Southampton/Abington, PA

July 2012 – July 2013

Customer Service Associate

- Collaborated with Store Manager to assist with all customer service related tasks and issues
- Interpreted consumer needs and implemented new store strategies, such as shopping assistants and customer contests
- Managed front end functions and employees on an as needed basis
- Selected as Employee of the Month

SKILLS & LANGUAGES:

- **Proficient in Microsoft Office Suite**