

MORGAN LEARY

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

Bachelor of Business Administration, Graduation: December 2019

Major: Management Information Systems | Minor: Digital Marketin

SELECTED COURSES:

Introduction to Management Information Systems, Data Analytics, Data-Centric Application Development, Business Communications, Cost Accounting

ACTIVITIES AND AWARDS:

- Member, Association for Management Information Systems, 2018 – present
- Member of Big Brothers Big Sisters, 2016-present

INFORMATION TECHNOLOGY SKILLS:

Analysis:	Tableau Prep, R and R Studio, Tableau
Web Development:	HTML, Visual Studio, JavaScript
Database Management:	MySQL
Project Management:	Microsoft Office, Salesforce

EXPERIENCE:

TRADESMANS, Philadelphia, PA

May 2018 – Present

Server

- Provide customer service to a large restaurant specializing in American BBQ and whiskey
- Worked various Best of Philly Events to represent the company
- Train new employees for various positions
- Replenish supplies/condiments at zoned serving stations, roll silverwear, and bus tables

IRISH PUB, Philadelphia, PA

March 2017 – August 2018

Server

- Provide customer service to an Irish pub specializing in traditional Irish fare
- Serve as host when needed including working with customers on the phone, seating arrangements and special dietary restrictions
- Serve as a food runner when needed
- Replenish supplies/condiments at zoned serving stations, roll silverwear, and bus tables

TALAMORE COUNTRY CLUB, Ambler, PA

February 2016 - May 2016

Intern

- Explored various careers in hospitality management and business management
- Organized files in the accounting department as well as oversaw data entry during tax season
- Participated and contributed ideas in details meetings with various clients for events such as weddings and golf outings
- Participated in the production of brochures and package folders in the marketing department
- Catered at several different events

SKILLS & LANGUAGES:

- Spanish - conversational
- First Aid/CPR certified, Spring 2016