

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2020
Major: Finance (Corporate Finance)
Minor: Management Information System

RELEVANT COURSEWORK:

Intermediate Corporate Finance, International Finance, Real Estate Investment and Finance, Security Analysis and Portfolio Management, Enterprise IT Architecture, Digital Solutions Studio, Data Analytics, Information Systems in Organizations, Excel for Business Analytics, Data Centric Application Development

INFORMATION TECHNOLOGY SKILLS:

- Web Development: TML, CSS, WordPress, Google Analytics
- Microsoft Azure Services
- Microsoft Office Suite Graphics: Piktochart
- Data Analytics: Tableau, MySQL, RStudio
- Operating System: Windows XP/7/8/10
- Software: Microsoft Word, PowerPoint, Excel, Access
- Amazon Web Services (AWS)

EXPERIENCE:

MASON GROCERY, Philadelphia, PA

January 2012 - Present

Cashier

- Greeted and assisted customers upon entrance
- Operate computerized cash register with 100 percent accuracy of transactions
- Operating computerized lottery machine
- Process merchandise on daily basis with 100 percent inventory control of all products

ROXBOROUGH HIGH SCHOOL, Philadelphia, PA

August 2017 – June 2018

Student Climate Staff

- Demonstrated a commitment to providing excellent customer service
- Create a positive guests and visitors experience by guiding them using right standards
- Confirmed accuracy, safety and security of files and records
- Regularly handled administrative tasks in office, such as receive calls and emails

ZHANG SAH, Philadelphia, PA

Summer July 2014 - August 2014

Camp Leader, Summer Internship

- Delegated and created daily physical, constructive and entertaining activities for children ages 3-12.
- Cleaned and maintain campsite for sanitary and safety purposes.
- Collaborated with site manager and head instructor to construct an archery range for the site.
- Partnered well with other camp leaders and inspected inventory of facility.
- Maintained a clean and functioning facility.

LANGUAGES:

- Fluent in English, Gujarati, Hindi