

Matthew Peterson

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business August 2015- Present
- Philadelphia, PA
- MAJOR: Management Information Systems
- *Bachelor of Business Administration, Graduation: May 2018*

MONTGOMERY COUNTY COMMUNITY COLLEGE September 2014- May 2015

EXPERIENCE: Brauhaus Schmitz February 2017- Present
Busser
• Work with others to ensure a clean and happy environment for customers.
• Made sure everything was well stocked, the tables and floors were clean, and followed orders from others.

Temple's Administrative Service Bld. Philadelphia, PA November 2015 – August 2016

Intern

- Provided technical support to employees whenever they had problems.
- Set up a cubicle for whenever a new person joined the office.
- With the help of a team, re-coded an entire mail-merge system to make it easier to follow and read. The merge made hundreds of personalized letters with one click of a button.

Hughes Relocation Services

Summer 2014

Warehouse Worker

- Worked inside a warehouse tracking peoples inventory whenever we received items or shipped them out.
- Helped secure peoples belongings so they wouldn't get damaged during storage.

ADDITIONAL:

- Fluent in American Sign Language (ASL)
- Member of social fraternity Alpha Tau Omega.
- Member of Association for Information Systems.
- Experience in working with Microsoft Word, Microsoft Excel, MySQL Workbench, Piktochart, and SAP.