

Nidhia Kalaparambath

community.mis.temple.edu/nkalaparambath/

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2022
Major: Management Information Systems
Overall GPA: 3.62 | Dean's List: Spring 2019

SELECTED COURSES:

Management Information Systems, Economics, Statistics, Financial Accounting

ACTIVITIES AND AWARDS:

- Member, Association for Management Information Systems, 2019 – present
- Secretary, National Honor Society, MaST Community Charter School, 2017-2018
- First Honors, MaST Community Charter School, 2014-2018

EXPERIENCE: Temple University, Philadelphia PA August 2019-Present
Information Tech Support

- Assisting with technological issues in regard to Windows PCs, touch panels, and projectors
- Improving productivity and efficiency by providing assistance to tens of teachers a week with Microsoft Office related issues
- Answering phone calls to aid Temple staff with troubleshooting tech issues

Paul's Run Retirement Community, Philadelphia, PA September 2017-August 2018
Wait Staff

- Assisted the elderly residents with ensuring their food was properly prepared and in line with their dietary restrictions
- Worked closely with restaurant staff to serve food in an efficient and fast manner
- Trained incoming staff about restaurant procedures and waiting practices
- Maintained a sanitary restaurant environment for the elderly who are sensitive to unhygienic conditions

Kumon Math and Reading Center, Bensalem, PA June 2018-August 2018
Tutor

- Adapted teaching styles to unique needs of students
- Taught students from K-12 on subjects related to math, reading, and writing
- Improved productivity by assisting teachers with grading students' assignments

SKILLS & LANGUAGES:

- Malayalam
- Microsoft Office