

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
***Bachelor of Business Administration, Graduation: May 2015***  
***Major: Finance***  
**Major GPA: 3.41**  
*Selected Courses: Introduction to Risk Management and Insurance, Leadership and Organization Management, Financial Accounting, Business Communications*

EXPERIENCE: RITE AID, Jenkintown, PA  
**Cashier** February 2011- Present

- Provide customer support and handle with nearly 100 sales per shift for a store specializing in multiple department products
- Assist with creating financial statements and final auditing at the end of shifts
- Categorize store items, track store inventory and instruct the usage of western union program; ensure cash register and copy machine are properly working
- Hold position, part-time, while maintaining a full-time school schedule at Temple University

Philadelphia Protestant Home, Philadelphia PA  
**Event Planner** January 2011 – April 2011

- Co-Planned events such as game nights and reception at a senior living facility for crowds up to 50 people
- Wrote articles for bi-weekly newsletter profiling residents
- Assisted with transporting residents to on-site church for services

ACTIVITIES & AWARDS:

- Community Event Assistant, St. Luke the Evangelist Church, Spring 2010
- Community Event Assistant, St. Hilary's Church, Fall 2009
- Honor Roll Society, High School, 2009 - 2011

SKILLS:

- Microsoft Word, Excel, PowerPoint, Outlook