Parminder Singh
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OBJECTIVE: Seeking a position in life to utilize my skills and abilities and achieve professional growth while being resourceful, innovative and flexible. With the latest technologies add valuable assets to your organization

EXPERIENCE: AMERISOURCEBERGEN   Chesterbrook, PA
Business Analyst Intern   May 2019 – August 2019
- Learned well-rounded knowledge in ITIL Foundation, Lean Six Sigma and Digital transformation
- Prepared Fusion Run Request testing and training material
- Coordinated swim lanes from 100+ pages word document for 1500 Lash Group employees, made access to medication for customers more time-efficient, and processes using Visio
- Collected and organized data from instructions book and condensed information into a quick reference book (instructional material) for a total of 70 BPO and Process Owner and updated AIP dashboard

CVS PHARMACY   Neck road, NJ
Shift Supervisor   March 2019 – Present
- Addressed more than 50+ customer concerns and problems in person and via phone
- Built and maintain effective relationships with employees, and quickly address employees were not meeting expectations.
- Order and reorder merchandise, manage product inventories, and oversee daily sales reports

YOUTH BUILD PHILLY SCHOOL   Philadelphia, PA
Recruitment Internship   May 2018- August 2018
- Every week attended meeting with Program Management leaders and employees shared ideas and show data about how we can grow business and helped staff for school events
- Managed and uploaded 20+ new student application and personal information at school mint Website
- Updated excel sheet every week information of new students and check for any missing documents

INFORMATION TECHNOLOGY SKILLS:
- *Digital Skills:* Agile, UX Design, Usability Testing, Human Centered Design, and Data Analysis
- *Software and Web Development:* Visual Studio, Visio, HTML, CSS, Java Script, APIs, JSON and SQL
- *Cloud Computing:* Microsoft Azure, Amazon Web Service, EC2, Linux and Google Cloud Platform

PROJECTS:
- **Project Management:** Designed a Yoga website for a client and presented a demo selected in first two,
  - By used Agile methodology, create client project documentation and build website on word press
- **UX Design:** Redesigned existing website "Blinkee", presented demo website front of +30 students, **2019**
  - Gathered Business requirements through three interviews with clients and developed prototype

CERTIFICATE: Information Technology Infrastructure Library (ITIL) and White belt Six Sigma

AWARDS:
- Selected in top 10 interns out of 74 interns at AmerisourceBergen, 2019
- Won first place in Integrative Applications in CAPSIM project and ranked top 5% in nation, 2019

SKILLS & LANGUAGES:
- Microsoft Office: Word, Excel, PowerPoint (Proficient) One Note (Proficient), VBA(Beginner)
- Hindi (Fluent) Punjabi (Fluent) Gujrati (Basic)

EDUCATION:
TEMPLE UNIVERSITY, FOX SCHOOL OF BUSINESS, Philadelphia, PA
Bachelor of Business Administration: Management Information System   Graduated: May 2020