RACHAEL VOLUCK rvoluck@gmail.com

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1008 N. 5<sup>th</sup> Street, Apt. 2RR | Philadelphia | PA | 19123 | 610.247.5813

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business Honors Program, Philadelphia, PA

Bachelor of Business Administration, Graduation: December 2014

MAJOR: Management Information Systems

GPA: 3.91, Major GPA: 3.91

### ACTIVITIES AND AWARDS:

- Summa Cum Laude Graduation Honors, Temple University, December 2014
- Co-Founder and Co-President, Moneythink, Temple University, Spring 2014-present
- Finance Committee Head, The Rad Dish Co-op, Temple University, Fall 2013-present
- Dr. Stanley Chamberlin Memorial Award, Temple University, Spring 2014
- Academic Tutor for Student Athletes, Temple University, Fall 2013-present
- Information Technology Assistant, Information Systems in Organizations Course, Temple University, Fall 2013
- Rome, Italy Study Abroad Program, Temple University, Summer 2013
- Association for Information Systems, Temple University, Spring 2013-present
- Cara and Niraj Patel Scholarship, Fox School of Business, Spring 2013
- Deans List, Fox School of Business, Fall 2012-present
- Net Impact Students for Responsible Business, Temple University, Fall 2012-present
  - President, Fall 2013-Spring 2014
- Temple University Academic Scholarship, Fall 2012-present
- National Society of Collegiate Scholars, Fall 2011-present
- Honor's Director's List, Fox School of Business, Fall 2012
- Boeing Case Competition, Participant, Penn State University, Spring 2012
- Deans List, Smeal College of Business, Fall 2011-Spring 2012
- Smeal College of Business Diversity Scholarship, Fall 2011-Spring 2012

#### EXPERIENCE:

### VANGUARD, Malvern, PA

March 2015-current

## **Business Systems Analyst | Institutional Systems**

- Participates in agile software development team for a two-year project, Vanguard Communication Engine, which is an internal tool automate the generation of custom client-facing communications; writes user stories, participates in retrospectives, and runs scrum meetings in absence of the team scrum master.
- Collaborates with the business and design teams to document product requirements in use cases, business capability decompositions, and requirements specification documents.
- Facilitates team decompositions to elicit and clarify product requirements.
- Shadows SAT testers to understand the testing environment for agile development projects.
- Facilitated four discussions with senior management on lean methodology and potential implementation opportunities at Vanguard.

## PROTIVITI, Philadelphia, PA

June 2014-August 2014

# Internal Audit and Financial Advisory Technology Intern

- Contributed to client deliverables and internal risk control testing for five clients.
- Worked directly with clients to produce testing documentation and write process narratives for Sarbanes Oxley testing and Vendor Management gap assessments.
- Interviewed clients to document current business processes surrounding technology risks and controls.

#### SKILLS & LANGUAGES:

- Trained in PHP
- Proficient in Microsoft Office
- Trained in SAP
- Trained in SQL and SAS Enterprise Minor