98 Baldpate Hill Rd | Newton | MA | 02459 | 617.717.4974

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

Bachelor of Business Administration, Graduation: May 2015

Major: Marketing

GPA: 3.16

Selected Courses:

Managerial Accounting
Business Communications
Leadership and Organizational Management
Business Law
Macroeconomics
Marketing Management

NEWTON SOUTH HIGH SCHOOL, Newton MA

Graduated: June 2011

ACTIVITIES AND AWAWRDS:

- Diamond Member, American Marketing Association, Fall 2012-Present Social Media Committee, Fall 2012-Present
- Member, intramural softball team, Temple University, Spring 2012
- Member, intramural basketball team, Temple University, Fall 2012
- Fundraiser, Newton South baseball, 2007-2011
- Volunteer coach, 7th grade basketball, Fall 2010-Spring 2011

EXPERIENCE: CAMP CHICKAMI, Wayland, MA

June 2009-August 2012

Junior & Senior Counselor

- Supervised children at a YMCA camp that serves children ages 6-14
- Promoted from junior to senior counselor in June 2011
- Trained junior counselors and leaders in training to develop relationships with campers, run activities, and in 1st aid and CPR preparation
- Assisted unit leaders with planning camp-wide activities and implemented these activities to provide campers with fun interactive days

PREMIER DENTAL CARE, Herndon, VA

August 2008

Office Assistant

- Provided administration assistance at a dentist office located in an office park with one dentist and six other staff members
- Filed patient x-rays and paperwork and assisted co-workers when called upon
- Sterilized dental utensils to help dentist prepare for patient appointments

SKILLS:

- Apple OS, Windows, Microsoft Word, PowerPoint, and Excel
- Certified, First Aid, June 2015