

Sean J. Archer

Sarcher08@yahoo.com

4940 Wagner Drive Bethlehem | PA | 18020 | 484.224.6883

Bachelor of Business Administration, Expected Graduation: May 2015

OBJECTIVE: To obtain an internship position in marketing with an emphasis on supply chain management and logistics.

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Major: Marketing GPA: 3.33
Selected Courses:
Consumer & Buyer Behavior Business, Society, and Ethics
Operations Management Legal Environment of Business

NORTHAMPTON COMMUNITY COLLEGE, Bethlehem, PA
Associates of Business Administration, Graduation: December 2013
Major: Business Administration GPA: 2.92
Selected Courses:
Managerial Accounting Management Fundamentals
Financial Accounting Marketing Management

EXPERIENCE: NORTHAMPTON COUNTRY CLUB, Easton, Pa August 2009– Present
Bag Room Attendant

- Supervise and work with 1-2 coworkers to ensure tasks are properly completed.
- Serve as members' first line of customer service during their golf outings.
- Provide bag room services to 75-100 members and guests daily.
- Organize, plan, and execute efficiently opening and closing the golf course.
- Assist with inventory in Pro Shop to ensure orders match deliveries received.
- Manage flow and create a system for valet parking during 5-10 special events.
- Provide caddying services and offer course analysis by request of members.
- Summer hours 25-40 per week.

BLUE GRILLHOUSE, Bethlehem, Pa January 2013 – Present
Food Runner

- Serve food to 150-175 customers per shift while maintaining proper techniques.
- Collaborate with 3-4 food runners to accurately serve customers their orders.
- Summer hours 10-15 per week.

SKILLS: MICROSOFT OFFICE SUITE

ACTIVITIES: FREEMANSBURG LITTLE LEAGUE, Bethlehem, PA Spring 2013
Assistant Coach

- Springtime hours 5-10 hours per month.