

Shahriar Absar

community.mis.temple.edu/shahriarabsar

163 Marlborough Road | Upper Darby | PA | 19082 267.471.0595 | shahriar.absar@temple.edu

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

Bachelor of Business Administration, Graduation: May 2016

MAJORS: Accounting & Management Information Systems

Total expected credits: 124

GPA: 3.65 | Dean's List: Fall 2012, Fall 2013, Spring 2014

SELECTED COURSES:

Enterprise IT Architecture, Data Analytics, Financial Management, Marketing Management, Intermediate Accounting

ACTIVITIES AND AWARDS:

- Recipient, WW Smith Charitable Scholarship, 2013 – present
- Member, Association for Information Systems, 2014 – present
- Member, Ascend Pan-Asian Leadership, 2012 – 2014

INFORMATION SYSTEMS PROJECTS:

- Created sales order and controlled Human Resource using SAP program.
- Applied Customer Relationship Management (CRM) to learn how businesses manage relationship with existing and potential customers.
- Analyzed Decision Support System (DSS) to examine business data and present it to user to make business decisions easily; Implemented Business Intelligence to process information to produce reports that facilitate decision making.

EXPERIENCE: MPULSE INDUSTRIES, Philadelphia, PA April 2014 – Present

Sales Associates

- Provide sales support to small electronic retailers at Philadelphia International Airport with up to \$8000 in sales per week.
- Engage customers in order to provide for them what they need in terms of product and quality service; maintains an awareness about all new promotions and advertisements of the company's products.
- Process sales reports and credit card payment report using QuickBooks Point of Sale and Microsoft Outlook.

DUNKIN' DONUTS, Philadelphia, PA June 2011 – April 2014

Shift Leader

- Supervise shift of ten employee in daily operations for an American global coffee company serving 900+ customers with sale of \$4000+ per day.
- Process daily cash flows, sales reports and credit card payment report using Microsoft Excel; Reconciles deposits, manage and update inventory and order worksheets.
- Train employees on health department regulations; assists manager resolving customer disputes.

TEMPLE UNIVERSITY, Philadelphia, PA Spring, 2014

Russell Conwell Learning Center (RCLC) Student Ambassador & Greeter

- Assist a group of twenty incoming freshmen students in large urban university by guiding and informing about all academics programs.
- Updated freshmen applicant admission status bi-weekly on Google Docs and assist them regarding required assignments for enrollment.

SKILLS & LANGUAGES:

- Adobe Dreamweaver CC web design, Google Docs file documentation, Microsoft Office (Excel, Power Point, Word)
- Bengali – Native | Hindi – conversant