

## Siddhi D. Patel

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2500 Knights Road Apartment # 97- 03 / Bensalem / PA / 19020 / 215.245.1155

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
**Bachelor of Business Administration, Graduation: May 2016**  
**Major: Accounting** | Total expected credits: 150

Selected Courses:

Management Information Systems	Cost Accounting
Legal Environment of Business	Financial Accounting
Leadership and Organizational Management	Finance
Marketing Management	

SCHLORSHIPS AND AWARDS:

- Temple University (\$3000)

EXPERIENCE: NORTHTEC LLC., Bensalem, PA May 2013 – August 2013  
**Assembler, Order Processing**

- Processed final cosmetics and fragrance orders to be delivered to retailers regionally for a multi brand cosmetics, and fragrance company.
- Priced and checked 500 – 550 products daily for final shipping.
- Trained 2 employees about the daily tasks of order processing; looking up order number according to store order, and processing final order.

NORTHTEC LLC., Bensalem, PA March 2012 – August 2012  
**Assembler, Sortation**

- Sorted and placed returned fragrance and cosmetics goods into appropriate areas for a multi brand cosmetics, and fragrance company.
- Boxed the merchandises for further processing.
- Scanned and boxed the sorted fragrance and cosmetics goods for final order processing.

SKILLS:

- Gujarati – Native Language
- Hindi - Basic
- Microsoft Office – Word, Excel – Pivot Table , PowerPoint
- SAP Training