

# William C. Agentowicz

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## EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

***Bachelor of Business Administration, Graduation: May 2017***

***Major: Management Information Systems***

GPA: 3.70 | Dean's List: Fall 2013, Fall 2014, Spring 2015, Fall 2015

*Courses Completed by Spring 2016*

Data-Centric Application Development

Data Analytics

Enterprise IT Architecture

Digital Design and Innovation

## ACTIVITIES:

Member, Temple Economic Society, Fall 2013 - Spring 2014

Member, Association of Management Information Systems, Fall 2015 - Spring 2016

## EXPERIENCE:

TEMPLE UNIVERSITY CLA IT DEPARTMENT, Philadelphia, PA

August 2015 - Present

### **Lab Technician**

- Service over 100 computers per month, organizing, ordering, and replacing hardware components such as motherboards, hard drives, and processors
- Work with a team of five senior technicians to validate if computers are operational and secure before distribution to students and faculty
- Monitor and troubleshoot 1,000 Windows/OSX based computers and printers for potential security vulnerabilities

TEMPLE UNIVERSITY FOX SCHOOL OF BUSINESS, Philadelphia, PA

August 2015 - Present

### **Teaching Assistant**

- Grade and provide feedback for 400 students' assignments regarding SAP, swim lane diagrams, and flowcharts in a timely manner
- Validate professor's final grade spreadsheet by reviewing all activities, assignments, and exams
- Oversee and manage an SAP workshop for over 100 students, guiding them through an SAP assignment

JAPANESE PHILANTHROPIC ASSOCIATION, Tokyo, Japan

January 2015 - April 2015

### **Intern**

- Conducted online research on philanthropic trends, compiled five reports, and presented findings to the director and executive director
- Assisted in organizing three philanthropy events with over 50 attending clients per event by calling vendors, managing client attendance, and coordinating team members
- Translated and corrected 25 documents from Japanese to English for English-speaking clients, which are still being used by the association today

## SKILLS AND LANGUAGES:

- HTML, CSS, PHP, Python, and MySQL
- Microsoft Word, Excel, PowerPoint, Outlook
- Experience with SAP
- Japanese (basic)