

# Anthony Girgis

---

Hatfield | Pennsylvania | 215-833-7836 | [anthony.girgis@temple.edu](mailto:anthony.girgis@temple.edu)

## EDUCATION

North Penn High School Lansdale, PA

**High School Diploma**

June 2025

Temple University – Fox School of Business, Philadelphia, PA

**Bachelor of Business Administration**

May 2029

Major: Management Information Systems

## EXTRACURRICULAR EXPERIENCE

Member, Association for Information Systems

September 2025

Member, Temple Arab Society

September 2025

## EXPERIENCE

Lowe's/ Fulfillment, Hatfield, Pa

August 2025

**Fulfillment Associate**

- Prepare weekly online merchandise orders for over 50+ customers for smooth and timely pickups and delivery for home improvement store
- Operate inventory systems to track and organize stock, ensuring accuracy in order fulfillment
- Collaborate with a team of 5+ members weekly to meet daily productivity and accuracy goals for customer online orders and stock inventory.

Eagle Home Renovation, Hatfield, Pa

August 2022

**Client Communicator**

- Offer administrative support to process invoices and emails for a residential renovation company
- Translate between Arabic and English to efficiently communicate with customers.
- Assist in weekly scheduling for supply delivery and maintaining records to support business operations

Walmart/ Online Grocery Pickup, Hatfield, Pa

September 2023 – September 2024

**Online Grocery Pickup Associate**

- Provide timely online grocery orders for over 50+ customers with accuracy for discount department store
- Maintained weekly stock inventory to support organization within the store for online orders
- Provide customer service by communicating policies and procedures to shoppers to ensure accurate pickup and delivery.

## SKILLS

Software: Google Workspace, Microsoft Word

Languages: Intermediate Arabic