Alexis J. Quach

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EDUCATION

Temple University – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration   May 2027
Major: Human Resources Management & Management Information Systems | GPA: 3.70

HONORS AND AWARDS

Honors: University Honors Program, Fox Honors Program
Awards: Provost's Scholarship & Conwell Scholarship, Dean's List: Fall 2023– Spring 2024

EXTRACURRICULAR EXPERIENCE

Participant Relations Chair, HootaThon 2025   April 2024 – Present
Event Coordinator, Honors Community Outreach   April 2024 – Present
Active Member, Association of Information Systems (AIS)   August 2024 – Present

EXPERIENCE

Temple University Hospital Dept. of Pathology, Philadelphia PA   January 2024 – Present
Student Worker
- Manages slides for Temple Pathology doctors, serving patients in the Philadelphia area
- Works with CoPath to scan pathology cases to doctors and gross room staff for efficiency
- Organize and file slides from the past years to ensure easy access for doctors and clerical employees

District Office of PA Representative Jeanne McNeill, Whitehall, PA   May 2024 – July 2024
Legislative Intern
- Answered phone calls and emails from constituents of PA's 133rd legislative district of approximately 60,000 people
- Provided constituents with legislative information on the Representative's stances in her various co-sponsorships and beliefs
- Assisted senior citizens with resources and information involving rent rebates, social security, and medical information for their financial assistance/need

PROJECT EXPERIENCE

Delaware Valley Packaging Group, HRM 1901   September 2023 – December 2023
Student Consultant
- Collaborated with the CEO of Delaware Valley Packaging Group to suggest recommendations for the development of their aerospace tape website design
- Came together as a team of students to identify solutions by conducting a S.W.O.T analysis

SKILLS AND CERTIFICATIONS

Software: Microsoft Word, Excel, PowerPoint, Tableau, SQL, JSON
Languages: Fluent in English, Basic Conversational Spanish
Certification: Google Analytics Certification (October 2024)