

EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2018

Major: Management Information Systems

NORTHAMPTON COMMUNITY COLLEGE, Bethlehem, PA

Associates of Arts, Business Administration, May 2015

ACTIVITIES AND AWARDS:

- Member, Association for Information Systems Fall 2017 – Present
- Captain, Temple Paintball Club Fall 2015 – Present
- Recipient of Fred and Ethel Harvey Scholarship 2015
- Vice President, Northampton Community Business Club 2014 – 2015

EXPERIENCE:

ORIGLIO BEVERAGE, Philadelphia, PA

Fall 2015 – Present

Production Assistant, Media Graphics Department

- Collaborated with creation and production of printed marketing materials for beverage distributors and events in the Philadelphia area.
- Utilized intranet database management system to monitor media projects from request to production.
- Coordinated traffic consisting of media requests, cost and deadlines for time sensitive material.

ORIGLIO BEVERAGE, Philadelphia, PA

Summer 2017

Operations Administrator, Intern

- Partnered with management and warehouse crew to coordinate, streamline operational performance.
- Utilized eoStar, a route accounting software, daily to monitor tasks assigned and increase efficiency in warehouse operations.
- Troubleshoot technical issues that arose, enhancing productivity.

NAZARETH BEVERAGE CENTER, Nazareth, PA

2012 –2017

Assistant Manager

- Integrated new financial recording technology, leading to surge in accuracy and efficiency.
- Created and implemented database management system to monitor inventory, vendor information, track daily sales and trends to optimize decision-making.
- Supervised team of five employees, including payroll, hiring, scheduling and training.

INFORMATION SYSTEMS PROJECTS:

- Served as project manager for six business analysts, developed a budget, scheduling, other PMBOK documentation.
- Participated in Temple University's Data Analytics Challenge, focusing on visualization techniques for better understanding.
- Constructed virtual computing machines, such as domain controllers, work stations, and SQL servers through Microsoft Azure.
- Developed ecommerce prototype for rising cosmetics company, Pound Cake, based on specifications during requirements gathering.

SKILLS:

- SQL, MySQL Workbench, R, HTML, CSS, PHP, Microsoft Azure, Microsoft Office, JustInMind, QuickBooks, QuickBooks POS