

EDUCATION

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

Graduation: Dec 2025

Major: MIS | GPA: 3.2

TECHNICAL SKILLS

Certification: Google Analytics Certification, AI for Business Certification.

Software: T-SQL, Basic Tableau, Microsoft office suit products, Visio, Adobe, Sales Force, Smart Sheets.

Web Development: HTML, CSS, C++, Java Script, Python.

EXPERIENCE

FIRST SERVICE, One Riverside Condominium, Philadelphia, PA

October 2021 - Present

Concierge/Driver

- Implementing main duties including ensuring riveting social engagement with residents, directing residents and guests to engaging activities in the city, ensuring the highest level of satisfaction of resident's requests.
- Serving around 126 residents at any given time and working with engineers and porters. to maintain building and facilitate quality service of residents' needs.
- Scheduling and facilitating in commuting residents to chosen location in a timely and safe manner.

PRODUCTION LINE ASSOCIATE/BOBBEES

August 2021 - September 2021

BOTTLING, Louisburg, NC *Line Lead*

- Generated efficient manufacturing methods of producing sauces and other packaged food items.
- Acted and ensured running and managing of production of line 2, and products built by team.
- Operated heavy machinery and organized products for distribution.

JOURNEYMAN ELECTRICIAN/JACKSON SUPERIOR

July 2019 - August 2021

ELECTRIC, Youngsville, NC *Electrician*

- Collaborated in teams of two at a company with 8 employees managing large scale electrical projects.
- Experienced Journeyman electrician specialized in residential remodel lighting fixtures repairs and installations.
- Accredited youngest electrician at company for solo service calls.
- Collaborated and created different innovative and efficient ways of wiring and roughing in electrical projects.

SKILLS

Skilled electrician and troubleshooting technician, Google Analytics skills for data analysis, detail oriented, problem-solving, collaborative, Critical thinking, self-motivated, task oriented.