Gabriella Hopkins

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
                  Bachelor of Business Administration, Graduation: May 2023
                  Major: Management Information Systems |

                  Overall GPA: 3.0

SELECTED COURSES:

                  Digital Systems, Financial Accounting, Macroeconomic Principles,
                  Microeconomic Principles, Legal Environment of Business, Leadership and
                  Organization Management

INFORMATION TECHNOLOGY SKILLS:
                  Analysis: Visio
                  Software Development: JavaScript
                  Web Development: HTML, ASP, Microsoft FrontPage
                  Database Management: Microsoft Access
                  Project Management: Microsoft Project, Microsoft Office

EXPERIENCE: Saxbys, Philadelphia, PA   October 2019 - Present
                             Barista

•   Collaborate with other team members in order to complete food and drink orders, serving customers, prepping menu items for the next shift, and entering orders into the POS system.

•   Train new hires and inexperienced team members to get them ready for future roles in the cafe.

•   Provide customer service to college students and professors because Saxbys is on the Temple University campus..

SKILLS & LANGUAGES:
            Microsoft Office
            JavaScript
            Spanish - conversational