

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
*Bachelor of Business Administration, Graduation: December 2020*  
*Major: Management Information Systems*  
GPA: 3.75

ACTIVITIES & AWARDS:

Dean's list: Spring 2017 - Present  
Volunteer: LCMS Home & School, Present  
Award: Beta Gamma Sigma Honoree, Spring 2018 – Present  
Board Member: Developing Ambitious Student Leaders, Fall 2017  
Volunteer: Center for Leadership and Engagement, Fall 2016 – Spring 2018

EXPERIENCE:

Yoh Staffing Services, LLC., Phila., PA November 2018 – Present

**Business Intelligence Intern**

- Coordinate with PMO teams to extract raw data and manipulate to generate Quarterly Business Reviews to present to our MSP clients.
- Create and assist in managing Client Accounts in SAP CRM system and generate weekly, monthly and quarterly reports for the sales team and executive leadership.
- Successfully coordinated with BI team members and our executive sales team to implement multiple enhancements to our current sales reporting process resulting in increased efficiency, improved reporting, and revenue growth.
- Support PMO, Sales and office team members in utilizing our company's software in order for accurate recording and data reporting.
- Project: Configured a single Excel spreadsheet from multiple databases to feed into an API, creating an information bridge between soft wares that previously did not exist.

YWCA BUCKS COUNTY, Trevese, PA Summer 2017 and Summer 2018

**Unit Coordinator, Summer Camp**

- Supervised and provided care to children ages 6 to 12 during a six week, non-for-profit summer camp at 1 of 8 county-wide locations

KELLER WILLIAMS, Langhorne, PA October 2014 – June 2016

**Social Media/ Marketing**

- Developed and posted relevant real estate related content to all social media outlets for individual realtor's office within international real estate company

SKILLS:

- **Software Skills:**
  - Advanced Microsoft Excel, Word and PowerPoint
  - SAP Cloud for Customer – CRM
  - Bullhorn – ATS
  - InsightSquared – Sales Intelligence System
  - PCRecruiter – Recruiting and Resume Management System
  - CareerBuilder/EMSI/SurveyMonkey – Market/Client Analysis