Jake J. Bradley

Philadelphia | Pennsylvania | jake.bradley@temple.edu

EDUCATION

Temple University, Philadelphia, PA   Expected May 2028

BBA in Management Information Systems (MIS) & Risk Management | GPA: 4.00

Coursework: Digital Systems, Statistical Business Analytics, Data & Analytics, Risk Management

HONORS & AWARDS

Honors: University Honors Program, Fox Honors Program

Awards: Dennis J. Alter Scholarship (Fall 2025)

EXPERIENCE

Foulkeways at Gwynedd, Gwynedd, Pennsylvania   June 2022 – Present

Full-Time Nutrition Care Manager & Dietary Data Analyst   June 2024 – August 2025

- Supervised food service staff and ensured quality service for over two hundred residents in personal and skilled long-term care facilities
- Maintained the Microsoft Excel resident-diet-database in accordance with physician orders
- Initiated use of new food service management software, including Meal Suite, by integrating the software with our existing nutrition Excel databases
- Collaborated with managers on the Quality Assurance & Performance Improvement Team to promote a ninety percent increase in the safety of food holding temperatures
- Facilitated implementation of new safety policies on the organizational Safety Committee

Food Server   June 2022 – June 2024

- Demonstrated customer service skills and attentiveness to resident nutrition needs
- Cooperated with team members, managers, and healthcare staff to support resident needs

Wegmans Grocery Store, North Wales, Pennsylvania   November 2020 – June 2022

Cashier

- Demonstrated customer service skills in accordance with management's expectations
- Ranked among the top performers in items scanned per minute on transaction processing software

EXTRACURRICULAR EXPERIENCE

Member, Temple Association for Information Systems   August 2025 – Present

API Study Abroad, Université Catholique de Paris, Paris, France   June – July 2023

SKILLS

Software & Programming Languages: SQL, Python, Tableau, Microsoft Excel & Excel Macros, Microsoft Office, Food Service Management Systems, Google Analytics Certified

Language: Advanced Proficiency in French, Native Proficiency in English