

EDUCATION:

CAPE FEAR COMMUNITY COLLEGE, Wilmington, NC
Associates of Science, Graduation: December 2019
Overall GPA: 3.5

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

SELECTED COURSES:

Systems Analysis & Design, Database Management Systems, Managing Global Information Systems Projects, Business Process Analysis

INFORMATION TECHNOLOGY SKILLS:

Analysis:	Salesforce
Web Development:	HTML, CSS, and JavaScript
Project Management:	Microsoft Office, Salesforce

EXPERIENCE:

C-Street Mexican Grille Catering Manager, Server	December 2019 – April 2020 Wilmington, NC
---	--

- Independently managed, delivered, and accounted for weekday catering orders.
- Assisted in opening and setting up additional franchises locally.
- Held multiple responsibilities and excelled at completing diverse tasks daily.
- Provided excellent customer service, with an eager attitude to please.
- Provided a safe and clean environment for guests.

Steam Server Assistant, Grill Cook	April 2019 – November 2019 Wilmington, NC
---------------------------------------	--

- Held and excelled at multiple positions including cooking, bar backing and bussing.
- Communicated effectively with customers and staff to ensure an exceptional dining experience.
- Provided a safe and clean environment for guests.

MILITARY EXPERIENCE:

United States Marine Corps Fire Support Man	July 13, 2014 – July 13, 2018 Camp Lejeune, NC
--	---

- Trained, mentored, and lead multiple teams of Marines as a Team Chief.
- Managed, accounted for, and maintained over 27 million dollars' worth of military equipment as an Armory Custodian.
- Honed my interpersonal communication skills by consistently interacting with high-ranking officers in a service-oriented capacity.
- Consistently held leadership positions in a fast paced, diverse, and results driven organization.
- Responsible for coordinating with Air, Ground, and Naval assets to provide timely and precise fire support.

