

**Michael J. McGeoch**

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/ Philadelphia / PA / 19083 /

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## **EDUCATION**

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

*Bachelor of Business Administration*

Graduation: Fall 2025

Major: Management Information Systems

**Selected Courses:** Management Information Systems, Financial Accounting, Business Communication, Risk Management, Statistical Business Analytics, Legal Environment of Business

## **EXPERIENCE**

Merion Cricket Club, Haverford, PA

June 2021 – Present

### ***Food Runner***

- Assisted the head chef in food preparation.
- Served guests their meals and drinks.
- Replenished supplies for kitchen staff.
- Cleaned kitchen and food runner station.

Jamie Hollander Catering, Philadelphia, PA

June 2021 – August 2023

### ***Server***

- Provided service to guests during wedding ceremonies at a catering company.
- Cleaned dishes and kitchen during business operations.
- Replenished supplies and helped the event coordinator with certain tasks.
- Assisted in the set up and break down of reception furniture.

**SKILLS:** Microsoft Word, Microsoft Excel, Microsoft Powerpoint