

Neo G. Hart

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EDUCATION

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

Graduation: May 2023

Major: Management Information Systems

TECHNICAL SKILLS

Data Visualization: Tableau Workbench

Web Development: HTML, JavaScript, jQuery, JSON, CSS

Database Management: SQL, MySQL, MongoDB

Project Management: Microsoft Project, Microsoft Office

EXPERIENCE

Buffalo Wild Wings, Collegeville, PA

September 2021 – April 2022

Cashier/Greeter

- Collaborated with teams to streamline communication with the customers and the kitchen
- Serve over 70 customers a day in an efficient manner by completing orders placed through Buffalo Wild Wings' website and phone lines
- Maintain a clean and organized workspace to maximize efficiency and help Buffalo Wild Wings display a desirable public image
- Assisted in creating a document with instructions on how to prepare and stock shelves with condiments and resources other team members use throughout workday
- Resolve customer complaints by communicating with other team members to address each unique concern

SKILLS

Languages: Intermediate Proficiency in Spanish