1724 W Norris Street | Philadelphia | PA | 19121 nina.raman@temple.edu

267.640.7303 |

EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2022

Semester Abroad, University College of Dublin: January 2020-May 2020

Major: Management Information Systems GPA: 3.27

SELECTED COURSES:

Information Systems in Organizations, Data Analytics, Web Application Development, User Experience Design, Lead Global Digital Projects, Marketing Management, European Policy in Business

ACTIVITIES AND AWARDS:

President, Toastmasters-Fox Professional Speakers: July 2021-Current

Vice President of Education, Toastmasters-Fox Professional Speakers: August 2019-July 2021

Member, Association for Information Systems: September 2019-Current

Vice President, Women's Entrepreneurial Organization: February 2019-November 2020

Summer 2020 Book Creators Program: June 2020-Current

Toastmasters Public Speaking Certified: November 2019-Current

EXPERIENCE:

NBCUNIVERSAL LLC, Englewood Cliffs, NJ

June 2021-August 2021

Strategic Business Programs Management Media Tech Intern

- Facilitates department heads with Over the Top (OTT) streaming services and engagement for Peacock Application
- Analyzes metadata through significant system migration to avoid risk and delays in Video On Demand (VOD) distribution
- Generates key action items for the team and presents deliverables regarding system updates, team member discoveries, and series metrics

ABACUS MONTESSORI ACADEMY, Chalfont, PA

June 2020-August 2020

Business Strategy and Marketing Intern

- Assisted department heads with website and SEO analysis to promote user and customer traction
- Conducted market research and applied findings to projects pertaining to scheduling and events
- Supervised social media accounts to advertise information regarding schooling post COVID-19

TEMPLE UNIVERSITY, Philadelphia, PA

May 2019-December 2019

Student Worker, Center for Student Professional Development

- Managed customer experience for students and employers at an office providing career and professional development coaching resources and services
- Exercised judgment and refer patrons to appropriate CSPD staff, or Fox department as necessary
- Performed office administrative tasks such as creating and editing office documents
- Imported data into online records to support CSPD staff projects

SKILLS & LANGUAGES:

- Proficient in Microsoft Word, PowerPoint, and Excel
- Author of Young Adult Murder Mystery Everything You Wanted
- Proficient in SQL, R
- French- Beginner
- Proficient in Social Media Strategy (Instagram, Facebook, YouTube, Pinterest, Twitter, TikTok)