

EDUCATION

TEMPLE UNIVERSITY- Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

Graduation: December 2024

Major: Marketing

Degrees: Associate degree Montgomery community college

Selected Courses: List up to 6 courses; write out full names, not course #s

ACTIVITIES

Member, Black Student Union

September 2023 - Present

PROJECTS

Fundraiser, Black Student Union

September 2019 - May 2020

- Raising money to fund BSU club for Montgomery community college.
- Went to local shopping center and held up signs, and did baked goods
- Main role was to keep people update on how much money accumulated
- Cordate people shift on when to go to the shopping center

EXPERIENCE

GOD'S GLORY INC, Elkins Park, PA

June 2020 - Present

Administrated/Payroll

- Involved in run a group home/healthcare in Upper Darby and Northeast area. Do payroll which includes billing the state.
- Train rained medication administration and CPR also on call through the week I deliver food to all 4 house the clients are always happy to see me when I come
- I fix the issue the occur throughout the week. When staff can't clock in or can't login in to do training online, they email me

SKILLS

Software: Relias, ADP, HHA Exchange, Promise state billing Excel, PowerPoint, Access, FactSet, Thomson One