

EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2021

Major: Management Information Systems

Study abroad: Temple University Japan, Tokyo, Japan, Fall 2019

GPA: 3.28

SELECTED COURSES:

Data Analytics, Enterprise IT Architecture, Data-Centric Application Development, Digital Solutions Studio, Information Systems Organizations, Financial Accounting, Marketing, Financial Management, Managerial Accounting

ACTIVITIES:

Member, Association for Management Information Systems, Sept 2018 – present

INFORMATION TECHNOLOGY SKILLS:

Database Management: SQL, RStudio, Tableau Prep, Tableau Desktop

Web Development: HTML, WordPress, JavaScript, Amazon Web Services (AWS)

Project Management: Microsoft Word, Microsoft PowerPoint, Microsoft Excel

EXPERIENCE:

Temple Institute for Business and Information Technology, Philadelphia, PA

Small Business Consultant Team Leader

May 2020 – Present

- Advise small businesses on developing digital infrastructure for COVID-19 pandemic
- Oversee digital development from initial scope through deployment
- Communicate with clients daily on project status and updates
- Develop user journey maps through user experience research

Specialized Projects

- Designed ecommerce interface that synced physical inventory to current website which led to an increase in 10% for their sales for a wine store
- Conducted SEO audits for various businesses which were then used to help them rank on the first page for their keywords on Google

STEEZ PROMO, Philadelphia, PA

March 2019 – March 2020

Team Captain

- Communicated with local businesses and utilized social media to promote music events around Philadelphia for event promotion company
- Led 14 other members to ensure promotions are done correctly and efficiently
- Set clear team goals such as having a certain number of social media posts
- Created social media posts that has so far combined for over 15,000 engagements

GNOKIDS, Tokyo, Japan

Information Technology Intern

August 2019 – December 2019

- Collaborated closely with project manager to create new database on Excel for over 150 students and 8 teachers at an English teaching school
- Improved search engine optimization on YouTube & website
- Assisted with the creation of class materials for students using various Microsoft Office applications such as PowerPoint & Publisher
- Provided technical input for updates on company website