1921 Morse St | Philadelphia | PA | 19121 | 856.404.7349

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#### **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, September 2018 - present

### INFORMATION TECHNOLOGY SKILLS:

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

Web Development: HTML, JavaScript, Amazon Web Services (AWS), Wordpress, Wix

Project Management: Microsoft Word, Microsoft PowerPoint, Microsoft Excel

#### **EXPERIENCE:**

# TEMPLE INSITUTE FOR BUISNESSS AND TECHNOLOGY, Philadelphia, PA

### **Small Business Consultant Team Leader**

May 2020- Present

- Advise small businesses on developing digital infrastructure
- Oversee digital development from initial scope through deployment
- Communicate with clients daily on project status and updates

#### 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 business SEO audits for Australian bakery to increase keyword search rankings resulting in appearance on Google homepage
- Created new website for cake bakery which included choosing hosting service, designing interface, implementing e-commerce feature, and establishing SEO strategy
- Developed website for an industrial fastener distributor which included a catalog that has over 300 products

## 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 members to ensure promotions are done correctly and efficiently
- Set clear team goals such as having a certain number of social media posts to ensure effective operations
- Created social media posts resulting in over 15,000 engagements

# GNOKIDS, Tokyo, Japan

## **Information Technology Intern**

August 2019- December 2019

- Developed Excel database that tracks attendance for 50+ students and 8 teachers at an international secondary school
- Improved search engine optimization on YouTube & company website
- Assisted with the creation of class materials for students using various Microsoft Office applications including PowerPoint & Publisher