

Shahil Patel

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Philadelphia / PA

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2026
Major: Management Information Systems
Overall GPA: 3.0, Major GPA: 3.0

SELECTED COURSES:

Digital System, Financial Management ,Business Communications

SKILLS: Excel, Microsoft Word, PowerPoint

EXPERIENCE: UPS Store Associate

June 2024– August 2024

- Provided **exceptional customer service** by assisting with shipping, packaging, printing, and mailbox services, ensuring a smooth and efficient experience for customers.
- Handled **cash register operations** and processed transactions accurately, including shipping payments, retail sales, and service fees, while maintaining proper cash handling procedures.
- Managed shipping logistics by preparing packages, verifying addresses, and selecting the most cost-effective shipping options, ensuring timely and secure deliveries.

SKILLS & LANGUAGES:

Gujrati Fluent