Shah H. Saad   shah.saad@temple.edu

201 Woodlawn Dr. | Lansdale | PA | 19446 | 717-962-9353

EDUCATION
TEMPLE UNIVERSITY— Fox School of Business, Philadelphia, PA
Bachelor of Business Administration   Graduation: May 2027
Major: Management Information System | GPA: 3.59
Selected Courses: Digital Systems

ACTIVITIES
Coordinator, MIST Philadelphia   September 2023 - Present
Volunteer, CAIR Philadelphia   September 2019 - Present

TECHNICAL SKILLS
Software Development: Microsoft Word, Excel, PowerPoint
Project Management: Adobe, Microsoft Office

PROJECTS
Building Effective Teams   February 2023 - March 2023
Leadership & Organizational Management
- Collaborated with a team of 5 partners to create team building, role defining, and skill programs, fostering stronger, more efficient teams.
- Implemented data analytic approaches to discover potential for process improvement within the team, resulting in the deployment of streamlined workflows and efficiency-enhancing initiatives.

EXPERIENCE
CVS, Lansdale, PA   August 2023 - Present
Retail Sales Associate
- Customer Relationship Management: Proven capacity to establish connections with clients to improve their shopping experience and cultivate enduring loyalty.
- Sales Performance: Regularly hitting or surpassing sales goals by using suggestive selling, upselling, and effective product knowledge.
- Inventory Control: Assisting with inventory management responsibilities include receiving shipments, replenishing shelves, and carrying out inventory audits to guarantee precise stock levels.
- Problem-Solving: Demonstrated ability to swiftly resolve difficulties and resolve client complaints to guarantee customer satisfaction and preserve the good name of the business.
- Adaptability: Successfully adjusted to modifications in inventory levels, promotions, and store policies to satisfy changing client needs and preserve efficient store operations.

SKILLS
Languages: Bengali: Native Proficiency