

THOMAS F. HUANG

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2014
MAJOR: Management Information Systems | Accounting
GPA: 3.72 | Dean's List: Spring 2012-Present

SELECTED COURSES:

Data Analytics
Enterprise IT Architecture
Digital Design and Innovation
Accounting Information Systems

ACTIVITIES: Member, ASCEND, 2012 – present
Member, Association for Information Systems, 2012 – present
Member, Habitat for Humanity, 2010 – present
Volunteer, Free Library of Philadelphia, 2008 – 2011

EXPERIENCE: YUMMY FOOD MARKET, INC., Philadelphia, PA May 2012 – Present
Weekend Manager

- Established a budget and forecast for products and eliminated unprofitable offerings for a family-owned delicatessen.
- Entrusted with handling cash transactions, reconciling receipts, and balancing the cash register every night.
- Responsible for ordering inventory, restocking shelves during off-peak, arranging merchandise on display, and inspecting premises before closing.

YUMMY FOOD MARKET, INC., Philadelphia, PA June 2010 – May 2012
Service Clerk

- Provided customer service relating to food products to more than 100 customers on a daily basis at a family-owned delicatessen.
- Addressed customer complaints when they showed dissatisfaction with the food or service provided
- Executed closing duties such as clearing tables completely, restocking condiments, and garbage disposal.

SKILLS & LANGUAGES:

- Microsoft Office
- SQL
- Chinese – Mandarin – Conversant