**EDUCATION**

**The University of Scranton – Kania School of Management, AACSB Accredited Scranton, PA**

*Master of Business Administration, Operations Management specialization, GPA:* *3.85/4.00* *Anticipated May 2023*

*Bachelor of Science in International Business; Minors in Finance and Spanish, GPA: 3.75/4.00* *May 2022*

**Universidad Iberoamerica Puebla, MX**

*Assorted advanced Spanish courses (Classes given entirely in Spanish) January 2021*

**RELEVANT WORK EXPERIENCE**

**Angels Groundcovers Cortlandt Manor, NY**

*Front Line Manager, Wholesale Distributor May 2017 – August 2022*

* Specialized in communicating with customers and the advertising of product
* Led small team of employees in performance of day to day operations
* Oversaw and assisted in the completion of projects while achieving optimal quota satisfaction

**Hudson’s Bay Company Wilkes Barre, PA**

*Operations Management Intern June 2021 – December 2021*

* Assisted the senior management team in supervising day to day operations
* Oversaw and facilitated associate processes in multiple departments
* Acted as a translator between multilingual associates and management staff

**WORK EXPERIENCE**

**Peak Performance** **Dutchess, NY**

*Field Technicians Apprentice June 2022 – January 2023*

* Assisted field technicians in day-to-day operations
* Performed routine maintenance on commercial boilers throughout greater NYC area

**New York Area Stonegate COOPs** **Peekskill, NY**

*Administrative Assistant December 2019 – July 2022*

* Assisted management in daily operations
* Completed routine maintenance on the grounds and property
* Accomplished administrative goals while assisting residents

**LEADERSHIP**

**The University of Scranton, Scranton, PA**

Kania School Student Advisory Council, *Member*  *September 2021 – May 2022*

* Communicated student needs to the KSOM Dean’s office and Recruiter Relationship Manager
* Provided updates on student activities and give input on policies that affect professional development

International Business Club, *Vice President* *September 2021 – May 2022*

* Assisted in the organization of networking events
* Collaborated with other officers to host meetings and organize programs for members

Portfolio of Responsible Investments under Student Management (PRISM), *Student Analyst* *October 2019- May 2022*

* Assessed companies’ financial health by balance sheet and income statement analysis
* Managed a $450,000 top down equity portfolio that has returned 10% YTD in 2019
* Analyzed stock performance to make buy/sell decisions based on DCF & P/E valuations
* Evaluated stocks in given sector with help from a team of analysts and a sector head

**CAMPUS ACTIVITIES/COMMUNITY SERVICE**

Department of Economics, Finance, and International Business, The University of Scranton, Scranton, PA

*Student Representative: Open House and Preview Day events* *Fall 2019 – Spring 2022*

Chinese New Year Festival, The University of Scranton, Scranton, PA, *Volunteer* *Spring 2022*

Street Sweep, The University of Scranton, Scranton, PA, *Volunteer* *Spring 2019, 2020, 2021, 2022*

Vacation Bible School, St. Jude Parish, Cortlandt Manor, NY, *Group Leader* *Summer 2017, 2018*