**First and Last Name**

Phone Number | Professional Email | LinkedIn URL

**EDUCATION**

**Bachelor of Business Administration**May 2023

*Stetson University, DeLand, FL*

Major: **Entrepreneurship** | Minor: **Management**

Major GPA: **3.65** | Overall GPA: **3.34**

**PROFESSIONAL EXPERIENCE**

**Business Development Intern** May 2021 - Aug 2021

*Center for International Business and Research, Washington, DC*

* Researched cost variables from United Kingdom vendor and developed strategy and recommendation resulting in $20,000 annual savings
* Redesigned report analysis process incorporating automated system and reducing review time by 50%
* Pitched proposal to Board of Directors resulting in addition of two new profitable information products
* Trained two office assistants on office operations and Microsoft Project software

**Financial Management Intern** Jan 2021 - May 2021

*MBL Transportation, Daytona Beach, FL*

* Created user-friendly database to organize supplier contracts, codes, serial numbers, union contracts, and information regarding truck and train parts
* Organized overseas purchase data in Microsoft Excel to receive correct amount of duty-drawback fees
* Evaluated alloy costs, weights, and quantity and adjusted pricing and forecast, improving margin by 10%
* Developed pricing models examining the impact of multiple assumptions to forecast future market trends

**Real Estate Intern** June 2020 - Aug 2020

*LendingTree, Charlotte, NC*

* Examined and prepared projected employee growth reports for strategic planning of company’s future real estate and space needs
* Studied local and national markets to strategically position organization’s real estate division
* Attended daily sales meetings with financial and commercial real estate analysts and department heads

**LEADERSHIP & INVOLVEMENT**

**Team Lead,** *Stetson University* Feb 2020 - Present

*Entrepreneurship Competition Team*

* Lead pitch development and practice sessions for five-member team competing throughout Florida
* Implement a for-profit student marketing organization to generate revenue for local homeless shelter

**Committee Chair,** *Stetson University* Aug 2019 - Present

*Entrepreneurial Group*

* Develop and disseminate electronic and print promotional material to advertise organization events
* Maintain organization website using Wix and respond to email inquiries

**SKILLS**

Computer: Microsoft: Excel, PowerPoint, Project, Access; Prezi

Language: Fluent in Spanish, Conversational Portuguese and French