

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