First and Last Name
Phone Number | Professional Email | LinkedIn URL

EDUCATION

Bachelor of Business Administration   May 2023
Stetson University, DeLand, FL
Major: **Management**
Overall GPA: **3.50** | Major GPA: **3.74**

Relevant Course Project:
"Employee Participation in Decision Making and Its Impact on Productivity"   Aug 2021 - Dec 2021
- Created project idea and surveyed 50+ employees from different organizations in Volusia County
- Created project idea and surveyed data, ran analyses, and presented findings in Strategic Management course

PROFESSIONAL EXPERIENCE

Regulation and Rates Intern   June 2021 - Aug 2021
Florida Energy, *Tampa, FL*
- Created Excel sheet to be used in conjunction with real-time pricing schedules
- Analyzed charts and information for Board of Directors presentation to multiple constituents

Management Intern   June 2020 - Aug 2020
Merrill Lynch, *Tampa, FL*
- Prepared materials for client meetings, including stock research and diversification data
- Researched potential customers and designed detailed Excel spreadsheets for Client Advisors

CAMPUS AND COMMUNITY INVOLVEMENT

Assistant Treasurer   March 2021 - Present
Delta Delta Delta, *Stetson University, DeLand, FL*
- Set fundraising goals and a manage a budget of $5,000 for the organization
- Collect dues from all members and deposit funds into appropriate accounts
- Engage in community service through participation in events and outreach efforts

Student Assistant   Jan 2020 - May 2020
Student Financial Planning, *Stetson University, DeLand, FL*
- Responded to questions from prospective students and directed to appropriate resources as needed
- Monitored front desk, answered phone calls, and checked in students for appointments
- Assisted supervisor with assembling financial aid packages for students

Gold Scout Award   Nov 2018
Girl Scouts of America, *Tampa, FL*
- Raised funds for and coordinated building of new playground for children with disabilities
- Developed leadership skills through proactively managing groups of volunteer builders

SKILLS

Computer: Intermediate Level in Python; Microsoft Excel, Access
Language: Fluent in Spanish and French dialects