

**EDUCATION**

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

*Bachelor of Business Administration*

**Graduation:** May 2025

**Major:** Business Management | **GPA:** 3.17

**Awards:** Dean’s List: Fall 2021

**Selected Courses:** Microeconomics, Macroeconomics, Statistics II & III, Marketing Management

**Study Abroad:** Summer Session, Temple University, Rome, May 2023 – June 2023

**EXPERIENCE**

PI LAMBDA PHI FRATERNITY, Philadelphia, PA

*Vice President - Elect*

November 2023 – Present

- Manage Fraternity Standards and Academics by creating and implementing academic and social policies for a fraternity of 50+ members
- Lead the Fraternity Judicial Board, investigating any violations of fraternity policies and procedures, as well as conducting fair and impartial hearings on an as-needed basis
- Coordinate leadership, general chapter meetings, and Chairing New Member educational events
- Implement mental health seminars to raise awareness of mental health issues and provide resources for members
- Serve on Programming and Recruitment Committees to support event coordination and recruitment

*Prolocutor*

November 2022 – November 2023

- Served as recruitment chair, initiating 25 new members per year to a social fraternity
- Oversaw organization participation during member recruitment week by managing schedules and planning events
- Collaborated with other fraternity leaders to organize both on and off-campus fundraising activities

THE REGISTRAR OFFICE AT TEMPLE UNIVERSITY, Philadelphia, PA

*Administrative Support Staff*

February 2022 – Present

- Greet visitors upon entering official record keeping office of a large, urban university
- Catalog extensive collection of university course books dating back from the university’s founding until present day
- Identify client needs and address issues by resolving challenges to maintain a high customer satisfaction rate

THE LOVETT GROUP, Queens, Ny

*Accounting Intern*

June 2023 – August 2023

- Managed data to create annual budget for upcoming fiscal year for a real estate and property management company
- Deposited electronic checks into company database to track incoming funds
- Collaborated with Controller to execute time-sensitive projects related to budget and expenses

THE PRESSURE WASHING GUYS, Westchester County, NY

*Co-Founder*

June 2022 – August 2022

- Created local pressure washing and cleaning company, serving the Westchester County community
- Produced company name and designed flyer to advertise on social media and in neighborhood stores and restaurants
- Constructed social media presence to increase audience and communicate with potential customers, leading to more than 10 clients

**ACTIVITIES**

**Member,** American Marketing Association

January 2024 - Present

**Member,** Temple Real Estate Organization (TREO)

August 2022 – May 2023

**SKILLS**

**Software:** Microsoft Word, Excel, PowerPoint