

EDUCATION

Bachelor of Science in Commerce and Business Administration, May 2024
The University of Alabama, Culverhouse College of Business, Tuscaloosa, AL
Major: Operations Management Minor: Real Estate
GPA: 3.2

COMPUTER SKILLS

Statistical/Production Software: MS Excel

RELEVANT COURSE WORK

Introduction to Microeconomics, Fall 2021; Introduction to Statistics, Fall 2021; Information Management Systems, Fall 2021; Introduction to Accounting, Spring 2022; Introduction to Macroeconomics, Spring 2022; Legal Studies or Business. Spring 2022

**ADDITIONAL WORK
EXPERIENCE**

July 2018- Present

Assistant Building Superintendent

4439 LLC, Bronx, NY

- Oversees maintenance, daily functions and improvement of 7-unit building
- Reconciles Superintendent to learn specialized techniques such as preparing statements and collecting rent
- Meet with potential tenants to show property when owner was not available

June 2021- Present

Head of Grounds

- Conducted weekly maintenance to keep appearance of the club in check
- Learned specialized leadership techniques such as managing other employees and customer interactions
- Conduct weekly inventory of clay targets and ammo pallets, then uploaded that information into an excel sheet

August 2018- December 2018

Head Busboy

Dora's Restaurant, Mohegan Lake, NY

- Organized weekly workshop series in verbal communications with other employees and customers
- Learned necessary social skills such as getting to know and interacting with customers
- Managed and dispatched food and drink orders to other busboys and waiters

ACTIVITIES

American Society of Mechanical Engineers – Member, August 2020-Present