**Eric Doh**

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**EDUCATION**

**Bachelor of Science in Commerce and Business Administration**, May 2024

The University of Alabama, Culverhouse College of Business, Tuscaloosa, AL

Major: Finance

GPA: 3.9/4.0

**AWARDS AND HONORS**

**University of Alabama Presidential Scholarship**

**University of Alabama Lucy Adams Stephens Scholarship**

**2020-2021 Dean’s List, President’s List, University Honors College**

**WORK EXPERIENCE**

**Fitts Agency Inc.,** Tuscaloosa, AL

*Commissions Analyst*, May 2022 – Present

* Manage date entry division
* Communicate with corporate leadership to ensure timeliness, accuracy, and coordinate deadlines
* Balance extensive work/school schedules to meet demands of job requirements

**Camp Laney for Boys**, Mentone, AL

*Camp Counselor,* May 2021 – August 2021

* Served as a counselor for campers ages 9-10 for four two-week overnight sessions
* Became CPR certified

**Yesac Corporation at Hyundai Motor Manufacturing Plant,** Montgomery, AL

*Contractor,* Summer 2020 and December 2020

* Assisted in contracting and engineering at the Hyundai Motor Manufacturing Plant to install new robots for the assembly line

**Montgomery Cancer Wellness Foundation,** Montgomery, AL

*Assistant to the Director,* Summer 2019

* Helped the Director of the Wellness Foundation plug in donation information, respond to emails, answer phone calls, organize files, and more

**LEADERSHIP**

**Student Government Association***, The University of Alabama,* Tuscaloosa, AL

*SGA Treasurer,* February 2022 – Present

* Organize and file all paperwork that comes through the financial affairs office.
* Act as secretary and take notes of and record all happenings at FAC meeting including keeping minutes of the meetings.
* Appear and speak on behalf of the Vice President for Financial Affairs in his/her absence and shall become Vice President for Financial Affairs upon any vacancy of the office.
* Assist in the planning and execution of fund-raising events.

*Chief Administrative Officer for the Vice President for Financial Affairs,* April 2021 – February 2022

* Work with the Vice President of Financial Affairs regarding SGA decisions around the financial aspect

*Senator Campaign Team Member,* February 2021

* Worked with a potential new Senator on her campaign team, where we were able to successfully elect her as a Senator in the College of Communication and Information Sciences

**Phi Gamma Delta Theta Chapter,** *The University of Alabama,* Tuscaloosa, AL

*Recording Secretary,* November 2022 – Present

* Record all notes and topics covered in council meetings
* Organize all social and philanthropic events
* Work with the president regarding all decisions made for the chapter as a whole

*Chapter Historian,* November 2021 – November 2022

* Educate freshman new members about the history of the fraternity
* Oversee pledge education, intramural sports, and the house manager.
* Work with the chapter President, Treasurer, and Recording and Corresponding Secretaries to oversee fund-raising events and keep the chapter in order

*Academic Advisor,* August 2021 – November 2021

* Assisted the new members with their schoolwork to ease the transition from high school to college courses.
* Provided tutors or tutored upon request

**ACTIVITIES & SERVICE**

**Member:** Student Government Association, Phi Gamma Delta Theta Chapter at the University of Alabama

**Service:** Baptist Medical Center South, Bridge Builders of Alabama

**SKILLS & QUALIFICATIONS**

Microsoft Office Suite; Google Workspace