

# Serena C. Andricos

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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 Minor: Real Estate

GPA: 4.0/4.0

Dean's List, President's List

## COURSE WORK EXPERIENCE

**Principles of Microeconomics:** Studied consumer and producer behavior, competitive and imperfect markets, public policy and regulation, and income distribution

**Legal Environment of Business:** Learned the relationship among law, business, political influences, and society

**Professional Development Series I:** Established the basic skills necessary for degree attainment and academic success

## WORK EXPERIENCE

### Commercial Real Estate Intern

Bennett Williams Commercial Real Estate, York, PA: May 2021 – August 2021

- Completed and entered sign request forms as well as updated commercial deals in DEALIUS Acquisition and Workflow Management Software
- Organized and updated company key logs and filing cabinets as well as answered phones and assisted callers in identifying specific properties and transferring them to the correct agent
- Searched for properties based on the clients demands, visited the potential sites, and communicated back with the client
- Attended multiple showings and closings learning the process of a commercial deal from beginning to end

### Hostess/Server/Trainer

Foxy's Harbor Grille, St. Michaels, MD: May 2022- July 2022

- Enhanced ability to multitask by working in a fast-paced environment with limited employees
- Used TOAST to take customers orders while successfully upselling food and drinks, averaging a 24% tip average for the season
- Served large parties of up to 14 customers daily while also taking care of smaller parties simultaneously

### Stylist/Sales Assistant

Renaissance Bridals and Prom: January 2019- August 2020

- Engaged customers with a helpful attitude and friendly service when providing dress recommendations
- Selected dresses and assisted customers with trying on and basic alterations which increased inventory knowledge
- Steamed dresses for custom orders and packaged by the customer's pick-up date
- Trained 4 new employees to ensure store procedure and expectations were followed and understood

## ACTIVITIES, SERVICE, HONORS

**Member:** Kappa Delta, Phi Eta Sigma

**Service:** Crossing Points, Miracle League, Operation Smile UA

**Honors:** University of Alabama Capstone Scholarship, National Honor Society, National English Honor Society

## SKILLS & QUALIFICATIONS

Microsoft Word, Excel, PowerPoint, DEALIUS, Toast

