

RITCHIE

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OBJECTIVE

Self-motivated, goal-oriented professional looking for a Co-op to further develop my skills as a business analyst or sales engineer by learning new technology and exceeding growth targets. Holding myself accountable to the values of ambition, purpose, intelligence, and high-standards.

EDUCATION

Rochester Institute of Technology | Rochester, NY | Expected May 20xx

- Bachelor of Science in Marketing - AACSB Accredited Program
- GPA: 3.5; Dean's List Fall 20XX – Spring 20XX

University Of Chile | Santiago, Chile | Study Abroad Fall 20xx

- Completed course work in Latin American culture and society.
- Demonstrated willingness to take risks through enrollment in Spanish-speaking curriculum.
- Gained professional fluency in Spanish.
- Examined language/cultural barriers in bilingualism and the development of Spanglish.

SKILLS

- **Technical:** Proficient in Photoshop, Excel, Minitab, Illustrator, SEO, Tableau
- **Language:** Spanish, ASL, C#, SQL
- **Certifications:** Hootsuite, GoogleAd Words. Global Leadership

PROJECTS

Participated in a variety of projects. Gained valuable experience in operation of companies in the financial markets and the importance of planning and forecasting in order to sustain a successful business.

- Managed \$1M with a team in a virtual stock exchange system that received a 4% return after 7 weeks of investing and analyzing different companies, mutual funds, futures and options.
- Evaluated and researched with a team of four on Australia's mining industry with a thorough explanation of the nation's business environment, such as macro-economic, political, and socio-cultural factors.
- Analyzed a designated region of the world from the perspective of a team of analysts at a major consulting firm for a potential manufacturing facility. Evaluated the macroeconomic conditions and hypothesized about the best way for the company to approach expansion.
- Delivered a presentation regarding a major manufacturer in the 3D printing industry, identifying the firm's SWOT, external and internal analyses, and formulated a strategic recommendation, which received positive feedback from the classroom audience.

EXPERIENCE

Management Co-Op | Human Resource Company | May 20xx – August 20xx | Rochester, NY

- Supported the office ensuring all materials were fully stocked and presentable to clients
- Ensured timeliness in the completion of projects such as benchmark reports, research and creation of new materials.
- Used Salesforce as a resources for research and client outreach

Supervisor | RIT Student Life Center | September 20xx – August 20xx | Rochester, NY

- Train and supervise daily activities for 6 student employees in the Student Life Center
- Conflict resolution, handle any patron complaints, issues, and injuries
- Monitor the performance of our crew members as well as the condition of the facilities
- Lock and alarm the building and handle daily Cash Earnings

Crew Trainer | McDonald's Family Restaurants | March 20xx – August 20xx | Rochester, NY

- Conflict resolution with customer and team member complaints while maintaining a positive attitude
- Trained and supervised over 20 new crew members with the goal to increase efficiency and morale
- Provided excellent service to a wide variety of customers
- Completed trainings in Hospitality, Customer service, Employee Motivation

ACTIVITIES

- Vice President of Social Media – Women's Ultimate Frisbee Club
 - Vice President of Finance- Lowenthal Service Group
 - National Honor Society for Leadership and Success – RIT
 - Vice President and Events Manager – TEDxRIT
- September 20XX - Present
August 20XX- December 20XX
January 20XX- Present
May 20XX-Present