24 Marvel Road • Media, PA 19004 • 484-555-1234 E-mail Address: NP456789@wcupa.edu https://www.linkedin.com/nhome/

OBJECTIVE:

To utilize my excellent leadership skills, ability to learn quickly, and entrepreneurial acumen in a sales and business development role

EDUCATION:

West Chester University of Pennsylvania, West Chester, PA **Bachelor of Science in Finance AACSB** Accredited Program GPA: 3.35

December 2017

September 2015 – present

June 2012 - January 2014

April 2009 – April 2012

EXPERIENCE:

TD Bank, Media, PA Teller

- Greet customers and establish a positive environment for banking ٠
- Responsible for reconciling cash drawer at the end of every shift
- Promoted over \$15,000 in new business accounts

Mail Direct. Media. PA

Warehouse Assistant

- September 2014 April 2015 Unloaded cargo materials and assisted in warehouse organization and upkeep for busy shipping company
- Followed OSHA guidelines for on-the-job safety and procedures, and complete necessary paperwork

Better Homes & Garages, Media, PA

Remodeling Contractor Assistant

- Worked with owner and head contractor to complete diverse projects from painting to building full in-law quarters in home basement
- Assisted in performing estimates and informing prospective customers of all financial details of the potential project

The Athlete's Foot, Springfield, PA

Keyholder Salesman

- Worked directly on sales floor with customers, selling athletic shoes, apparel, and equipment
- Opened and closed store multiple times per week, including counting out register and making bank deposits

Applebee's, Drexel Hill, PA

Server

- Provided welcoming customer service in a fast-paced environment
- Coordinated with other servers to maximize efficiency of service

AWARDS & COMMUNTY INVOLVEMENT:

- Volunteer, West Chester Salvation Army October 2015 – present PIAA Basketball Referee September 2015 – present Worked with children at University of Richmond Basketball Camp Summers 2014, 2015 Volunteer, West Chester University Health Center
- Assistant Coach, Springfield High School Basketball Team
- January March 2015 August 2014 - January 2014

October 2011 – March 2012