



About Me

I am a goal oriented & motivated individual who constantly takes initiative to complete the task at hand or face a challenge.

I am looking for a position where I can not only passionately apply my strong leadership & communication skills, but also enhance my current skills while acquiring new ones. When I am not in the office, I like to stay active & enjoy nature.

Education

University at Buffalo

BS in Business Administration, Concentrations in Finance & Marketing, May 2016 GPA 3.62

Experience

GDS Group, New York, NY - *Delegate Acquisition Executive*

November 2016 – Present

- Key connector with c-level marketing executives from Fortune 500 companies
- Worked closely with senior level decision makers to identify the core industry themes by understanding new technologies and business trends
- Formed retention with executives from high attention to detail start to post summit

American Campus Communities, Buffalo, NY - *Community Assistant*

October 2015 - May 2016

- Mastered extensive leasing paperwork, bookkeeping, & expenses for all upper management
- Effectively multi-tasked while being detail-oriented in a fast-paced environment
- Solidified over \$400,000 in leases in a 6-month period
- Added value with dynamic customer service both on-call and in tour

Joonbug, New York, NY - *Events & Marketing Intern*

Summer 2015

- Assisted in securing venue contracts & in collaborating for future opportunities
- Enhanced both time management and organizational skills of entire team by revamping file database (pricing grids, floor plans, etc.) for over 50 New York City venues
- Increased efficiency & effectiveness of a newly developed web base by working closely with IT team

De Lis Group, Barcelona, Spain - *Promotions, Marketing, & Entertainment Intern*

January 2015 – May 2015

- Successfully marketed & sold 300+ tickets to music festivals and student trips
- Alleviated issues in high pressure environments by maintaining composure & critically thinking
- Played key role in successful events by liaising between management & clients

Campus Vacations, Toronto, Ontario - *Sales & Marketing Intern*

Summer 2014

- Created vast transcontinental student network while raising awareness of student trips
- Gained international business insight while working remotely & maintaining heavy communication with upper management
- Created long-lasting retention with new business client relationships from interpersonal skills

Honors

National Honors Society, Global Scholars, Dean's List

Michael Kors - Customer Service & Sales, key contributor in \$1,000,000 sales goal in 24 hours

Leadership

Phi Sigma Sigma - Bursar, Special Events Committee Head, Social Committee Head, Travel Booking

Philanthropy

Created Events for Make a Wish, Start Light Foundation, & Hearts for Homeless
Fundraised for Alzheimer's Association, Relay for life, & numerous other Charities

Skills

Microsoft Office, Access, Excel, Outlook, PowerPoint, Word, Publisher
Social Media: Facebook, Twitter, Instagram, Pinterest, Vine, and LinkedIn