

**EDUCATION**

- University of Colorado Boulder**, Boulder, CO (Expected) Class of 2015  
*Master of Business Administration (MBA), Fellowship Award Recipient 2013 and 2014*  
**Course Work:** *Financial Accounting, Corporate and Real Estate Finance including forecasting, modeling, and valuation*
- The Pennsylvania State University**, University Park, PA Class of 2009  
*Bachelor of Science Supply Chain & Information Systems, Concentration in International Business*  
**Overall GPA: 3.54/4.00 Major GPA: 3.67/4.00**
- Institute for American Education:** *Study abroad program at Le Centre d'Aix en Provence, France* Spring 2008

**EXPERIENCE**

- Graduate Assistant, University of Colorado Boulder**, Boulder, CO August 2014- Present
- Selected to work as Graduate Assistant for CU-Boulder supporting Career Services Department and student developmental needs for graduate MBA and Master's programs
  - Actively mentor graduate students in career services, conducting over 30 one-on-one resume review session for students
- Commercial Banking MBA Intern, Wells Fargo Company**, San Diego, CA Summer 2014
- Analyzed financial, operational, and management strengths and weaknesses for companies between \$20 million to \$1 billion in revenues in order to minimize capital, balance sheet, and reputational risk
  - Co-led and participated with senior relationship managers in the completion of major transactions for complex clients
  - Originated, structured, and executed transactions related to investment banking, traditional commercial lending, treasury management and/or other credit related products
  - Prepared company annual financial reviews as well as underwriting memorandums focusing on a company's leverage, key risk factors, sources of repayment, cash flow, and ability to service debt
  - Reviewed and assisted in negotiating loan agreements and ancillary documents related to the closing of transactions
- Area Manager, Level 5, Amazon Fulfillment Services**, Middletown, DE April 2012-August 2013
- Assisted in setting-up and launching the most successful distribution center (1.2 Million sq. ft.) in Amazon to date, contributing approximately \$543,000 in cost savings
  - Led shift planning and strategy for outbound department consisting of 5 managers and over 300 associates during holiday season; site achieved the highest throughput and quality level of any site launch at that time to date
  - Responsible for developing standardized work for inbound scheduling procedures, building transportation relationships, and overseeing all inbound freight consisting of approximately 3.7 M units of inventory during the holiday season
  - Selected by regional management to support sister site and develop a standard work process to reduce defect backlog; utilized lean methods to create a visual management system to eliminate backlog and increase productivity by 25%
  - Proven track record of developing interns in lean methodologies and management skills throughout Amazon career; two of three interns were offered full-time positions
- Inbound Area Manager, Level 4, Amazon Fulfillment Services**, New Castle, DE July 2010-March 2012
- Assumed "Stand-In Inbound Operations Manager" role successfully managing teams of 150 Amazon and temporary associates during the "Peak" holiday seasons
  - Led department of 35 associates to deliver a 2010 YOY inbound department productivity improvement of 14.5% through PDCA's, achieving the highest inbound throughput in the network and resulting in \$48,000 in cost-savings
  - Executed \$5.0M transfer of new release Kindle Fire shipments to Mid-Atlantic sites with zero defects
  - Created department volume and labor planning tool to analyze workflow, labor capacity, and truck scheduling to ensure weekly inbound freight is level-loaded in order to mitigate labor risks
- Management Trainee, Integrated Distribution Services Group**, Secaucus, NJ July 2009-June 2010
- Increased receiving department productivity by 55% through waste reduction and implementation of new material handling equipment, realizing an estimated \$27,000 in annual labor savings
  - Analyzed Bed Bath & Beyond account operations to match customer cost versus customer profitability, and drove the need for higher pricing margins, resulting in contract renegotiations
  - Managed August Silk Relocation project totaling \$100,000, creating project charter, coordinating with different vendors to plan facility closeout, warehouse redesign, and customer relocation to reduce costs and increase the bottom line

**ACTIVITIES AND SKILLS**

- Avid rock climber, cyclist, and runner participating in century races and half-marathons
- Penn State Men's NCAA Track and Field Javelin Athlete, 2005-2006
- Skills: Advanced Excel modeling, forecasting, demand planning, and Microsoft Office Suite including Project