

Susan Forsythe

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GENERAL BUSINESS MAJOR

Versatile Business Skills □ Proven Leadership Abilities □ Customer-Focused □ Sales-Oriented

- Upcoming graduate of XYZ College (currently in senior year of BSBA program), where studies have encompassed a range of business-related disciplines.
- Solid foundation in the buying, selling and production of goods, including operations management, accounting, marketing, finance and information systems.
- Driven achiever with customer service, communication and organizational strengths and a history of strong contributions in both paid and volunteer positions.

EDUCATION

XYZ COLLEGE — Sometown, AZ

Bachelor of Science in Business Administration (BSBA) pending (110 of 120 credits completed)

Major in General Business • Minor in Finance

- Leadership Activities:**
- **VP | Treasurer | Event Chair**, Kappa Kappa Gamma
 - **Coordinator**, Breast Cancer Awareness Walk-a-Thon and Toys for Tots Holiday Toy Drive (*surpassed donor participation goals by up to 22%*)
 - **Fundraising Chair**, DEF Children's Hospital (*raised \$17K, exceeding goal by 35%*)

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| Course Highlights: | Accounting I & II Economics I & II Finance Marketing | HR Management Business Law Business Statistics Research Methods | Management Information Systems International Business Business Operations Organizational Behavior |
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WORK EXPERIENCE

ABC COMPANY — Sometown, AZ