

Alec Kozakowski

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Education

The University of Iowa, Iowa City, IA
B.B.A Business Analytics and Information System

Anticipated December 2020

- Minor: Computer Science
- GPA: 3.09/4.00

Work Experience

Residential Computer Specialist

The University of Iowa Department of Engineering, Iowa City, IA

August 2017-Present

- Installed and configured appropriate software and functions according to user specifications
- Organized and scheduled upgrades and maintenance without deterring others from completing their work
- Performed troubleshooting to diagnose and resolve problems (repair or replace parts, debugging, etc.)

Business Intelligence Intern

TrueNorth Companies, Cedar Rapids, IA

May 2019-August 2019

- Leveraged Microsoft Power BI to create reports for producers to service their accounts
- Utilized TPAs to prepare monthly client data files for load and review
- Cross-examined monthly client data for discrepancies within SSMS
- Established a team to determine weaknesses and opportunities within the onboarding process

Cashier

January 2017-August 2017

The University of Iowa Parking and Transportation, Iowa City, IA

- Explained parking charges and professionally responded to customer complaints
- Balanced a cash drawer of \$250, distributed tips, and reconciled after each shift
- Provided information to students, faculty, and visitors

Leadership Experience

V.P. of Risk Reduction and Management

May 2018-February 2019

Inter-fraternity Council, Iowa City, IA

- Enforced and educated student leaders on campus regarding university risk reduction policies
- Facilitated risk management programming for the 28 chapter presidents and their risk managers
- Coordinated a risk management retreat to be held each semester

V.P. of Administration

December 2017-December 2018

Delta Upsilon Fraternity

- Compiled calendars and notes for weekly chapter meetings and fraternity events
- Reported new information to chapter headquarters weekly

V.P. of External Relations

November 2016-December 2017

Delta Upsilon Fraternity

- Oversaw 4 positions, responsible for philanthropy, service, alumni relations, and social media
- Collaborated with multiple committees to plan Spring philanthropy and raised \$1,000+ for Global Service Initiative

College Activities

Member, The University of Iowa Rock Climbing Club

Member, The University of Iowa Intramural Sports