

# **ZACHARY PAUL HARNEY**

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U.S. Citizen

## **OBJECTIVE**

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Bachelor of Science in Business Administration degree candidate with extensive and diverse communication and management skills seeking an IT internship providing experience in project management and leadership over company technical employees

## **EDUCATION**

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**GEORGIA INSTITUTE OF TECHNOLOGY, Scheller College of Business**  
**Bachelor of Science in Business Administration**

**Atlanta, Georgia**  
*June 2012 – May 2016*

- Concentration in Information Technology Management      Major GPA: 3.62

## **EXPERIENCE**

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### **FRESH HARVEST**

#### **Sales Intern**

**Clarkston, Georgia**  
*August 2014 - Present*

*Fresh Harvest is a local and organic food delivery service created with intent of bringing fresh items to local Atlanta household. Fresh Harvest has researched and identified a need however has had difficulty in maintaining and acquiring customers.*

- Built brand recognition by interacting with over 1000 households and acquired 20 new customers with a 5% lead to sale rate via canvassing
- Developed three new techniques to convert customer leads into sales; two involving promotional opportunities and other involving effective follow-ups

### **CENTENNIAL HIGH SCHOOL**

#### **Youth Wrestling Head Coach**

**Roswell, Georgia**  
*March 2014 - Present*

- Recruited, coached and mentored 30 youth kids with two achieving USAW state tournament placements
- Coordinated entire youth program with responsibilities including creating full year practice and 14-week tournament schedule, creating program website, managing team vendors, acting as primary school-parent-wrestler liaison

### **INNOVATIONS FEDERAL CREDIT UNION**

#### **Accounting Intern**

**Panama City Beach, Florida**  
*May 2014 – July 2014*

- Introduced and implemented entire first stage of Visible Equity software to streamline financial reporting at Innovations
- Met with outside consultants weekly to improve use of ProfitStar software within the credit union.
- Improved the overall quality and consistency of data within the credit union's core system using Symitar, a Jack Henry & Associates software suite.
- Phased out accounting department's physical filing system into new updated company software

### **LAGUNA BEACH CHRISTIAN RETREAT**

#### **Maintenance**

**Panama City Beach, Florida**  
*June 2013 – August 2013*

- Responsible for upkeep of 1200sqft campus, worked during day in accordance with Student Leadership Project nightly training, meetings, and activities

### **YOFORIA**

#### **Store Manager**

**Roswell, Georgia**  
*August 2011 – July 2012*

- Entrusted to close shop at closing without higher supervision, tracked end of day finances
- Managed up to 3 other employees over daily store tasks and end-of-day closing procedures

#### **Store Cashier/ Yogurt Preparer**

*August 2010 – August 2011*

- Prepared store product and managed daily inventory; handled cash register and customer purchases

## **SKILLS/INTERESTS**

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**Languages:** English – native, Spanish – intermediate, Portuguese – intermediate  
**Skills:** Microsoft Windows XP/7, Microsoft Office Suite, Adobe Reader, Jython  
**Affiliations:** GT Tour Guides, Campus Outreach, Sigma Chi Fraternity, Freshman Council, GT Club Wrestling  
**Activities:** Lockwood and Brothers Investments LLC.  
**Interests:** Cultural studies (Brazil), viola/classical music, collegiate wrestling