**Christopher J. Gatzak**

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[**cgatzak817@gmail.com**](mailto:cgatzak817@gmail.com)

**EDUCATION:**

Roger Williams University, Bristol, RI

Gabelli School of Business – AACSB Accredited

• BS in Business Management (May 2010)

• Minor - Psychology

• GPA: 3.4

• Dean’s List Recipient

• William Randolph Hearst Scholarship Recipient

After receiving necessary work experience, plan to enroll to obtain a Masters in Business Administration with a concentration in Finance

**EXPERIENCE:**

**Nike Corporation:** Mebane, NC

Sales Associate: (2010-Present)

• Assist customers with selection of products

• Complete transactions through the use of a cash register

• Help to create visually appealing displays throughout the store

**Aetna Company:** Middletown, CT

Summer Intern: (2007-2009)

• Rebuilt computer software, installed new software using the RAM database system

• Used separate protocols for Vista and XP

• Attended meetings with high executives and discussed progress in my division

• Analyzed systems and databases to create spreadsheet accounts of computers delivered and received.

• Received concise knowledge about the process flow within Aetna.

**John Gresh Home Improvement:** Farmington, CT

Office Assistant and Laborer: Part Time (January 2006 – May 2007)

• Created an access database to organize and track business records, including accounts

• Assisted in updating and managing new records in the database

• Met with employees and employer to introduce new customer information

• Performed contracting work in private homes

• Painted city-contracted water tanks

• Created very specific and detailed record books for future work projects

**Hartford Golf Club:** West Hartford, CT

Summer Intern: (Summer 2007)

• Provided golf lessons to younger golfers

• Organized events/tournaments for youth golfers

**SKILLS:**

* Microsoft Office Suite: Microsoft Word, Excel, PowerPoint, Outlook, Access,
* Internet/PC/Mac Literate
* Experience with RAM system

**HOBBIES/ORGANIZATIONS:**

* Avid Golfer
* #2 player on High School State Champion Golf Team

• S.A.M – Society for the Advancement of Management