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#### Education

Rensselaer Polytechnic Institute, Troy, NY Bachelor of Science, Management, May 1990 Concentration in Management Systems Minors in Computer Science and Economics G.P.A. 3.3/4.0

#### EXPERIENCE

**Telefund Associate** Rensselaer Fund Fall 1987-Present Troy, NY

Generated alumni and parent support to reduce tuition, increase scholarship and financial aid funds; averaging 80 percent pledge rate. Top three percent associate.

**Team Programmer** Group W Cable, Westinghouse Corp Summer 1987 Mahway, NJ

Liaison between accounting department and controller, provided assistance with invoice liabilities after divestiture of Group W Cable by Westinghouse.

Sales Assistant AP Technical Sales Inc. Summers 1985-86 Palisades Park, NJ

Duties included telemarketing, data entry, and invoicing. Successfully converted catalog inquiries to sales opportunities by telemarketing program.

## COMPUTER SKILLS

Extensive knowledge of hardware and software for IBM PC and MTS. Proficient programming skills in COBOL, WATFIV (FORTRAN), and BASIC.

## HONORS AND AWARDS

Epsilon Delta Sigma: Honorary Management Society at Rensselaer Dean's List of Distinguished Students: Fall 1986-Spring 1988 National Honor Society: Northern Highlands High School Creative Essay Award: Northern Highlands High School Meritorious Action Life Saving Award: Boy Scouts of America

# EXTRACURRICULAR ACTIVITIES

Epsilon Delta Sigma Public Relations Committee Rensselaer Ski Club Bergen County Task Force Student Liaison 1986 LEADD (Legislators and Educators Against Drunk Driving) Chairman 1985-86 Youth Group - Temple Beth Or Activities Chairman 1985-86