

ISABELLA TOGNINI

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EDUCATION

Drexel University, LeBow College of Business, Philadelphia PA
Bachelor of Science in Business Administration, June 2018
Majors: Marketing, Entrepreneurship; Minor: Interactive Digital Media
Cumulative GPA: 3.55

HONORS & AWARDS

LeBow College of Business Dean's List, 2014 – 2016
Drexel University Merit Scholarship, 2013 – Present
Duke of Edinburgh Bronze Award, 2013
Accepted into Drexel Young Scholars Program, 2012
Selected Representative, Science Leadership Academy at ISTE Symposium, 2011

COMPUTER SKILLS

Microsoft Word, PowerPoint, Excel, Apple Applications, Adobe Photoshop, WordPress,
GoDaddy, Google Analytics, Hootsuite, Impact Radius, Intermediate CSS and HTML

WORK EXPERIENCE

- Connectify Inc.**, Philadelphia, PA March 2016 – September 2016
Social Media and Affiliate Marketing Intern – Software company
- Maintained and monitored affiliate marketing sales using Impact Radius
 - Researched and wrote for Connectify and Speedify's blog to promote sales and inform users on software news, tech tips, and product updates
 - Managed and promoted sales through independent software events in Philadelphia
 - Updated and monitored social media accounts via Hootsuite daily
- Article 22**, Brooklyn, NY March 2015 – September 2015
Sales and Marketing Intern – Woman-owned jewelry company focused in social change
- Organized shipment and managed inventory of jewelry for online and wholesale customers, averaging \$12,000 monthly revenue
 - Provided customer support through email correspondence and phone interface
 - Constructed and maintained Microsoft Excel documents containing e-commerce and wholesale data used for data analysis and product inventory
 - Managed and promoted sales through independent craft markets in Brooklyn, NY
 - Identified key social media channels to promote Article 22
- A&R Recycling Company**, Cinnaminson, NJ June to August, 2011 – 2014
Assistant to Office Manager – Industrial scrap metal recycling company
- Recorded and filed shipment information for scrap metal using Microsoft Excel
 - Assisted in coordinating shipping and transportation of scrap metal
 - Addressed and resolved customer concerns in a professional manner to ensure quality customer service

VOLUNTEER EXPERIENCE

Rubye's Kids, Philadelphia, PA January 2016 – Present
MANNA, Philadelphia, PA September 2011 – June 2013
Community Service Trip, Santo Domingo, Dominican Republic April 2013

ACTIVITIES

Drexel Panhellenic Vice President of Membership Development, Present
Drexel International Students and Scholars Services Pen Pal Mentor, 2015 – Present
Drexel French Club, 2013