|  |  |
| --- | --- |
| **John (Jack) Quarles** | 639 Brookfield Lane Roanoke, VA  jackq@vt.edu  (540) 632 - 9100 |
|  | |
| **OBJECTIVE:** Seeking an internship for the Summer of 2019. | |
|  | |
| **EDUCATION** | |
| Virginia Tech   * Major: Business Information Technology (Decision Support Systems) * August 2016 – December 2019 * GPA: 3.0 | |
|  | |
| **Coursework** | |
| * Introduction to Programming in Java: learned basic skills for developing Java programs * Quantitative Methods: statistics, linear programming, forecasting * Operations and Supply Chain Management: quality management, supply chain inventory management, work scheduling * Introduction to Business Analytics Modeling: advanced excel with VBA programming and interface development * Web-Based DSS: designing webpages using HTML with CSS, JavaScript, JQuery, Bootstrap, PHP | |
|  | |
| **SKILLS** | |
| * Advanced Excel: Lookup Functions, Financial Functions, Database Functions, Pivot Tables and Pivot Charts, Data Analysis Tools and What-If Analysis * Developed automated tests for UPS, BWXT, MRC Global, and Carilion company web stores * Basic introductory Java, Python, HTML, CSS, JavaScript, JQuery, Bootstrap, PHP and VBA programming skills * Basic knowledge of business terms and concepts * Communication and customer service | |
|  | |
| **EXPERIENCE** | |
| Chick- fil - A Team Member  Chick - fil - A  May 2015 – August 2018   * Gained experience working in a fast-paced environment. * Gained experience in conflict resolution and working with others in a group setting as well as developed my communication and leadership skills. * Responsible for leading the kitchen in the absence of a manager which entailed assigning other workers to certain positions and helping other workers that were struggling.   Package Handler  FedEx Ground  June 2108 – August 2018   * Gained experience working in a physically demanding environment. * Responsible for sorting packages and loading trucks. | |
|  | |
| **ACTIVITIES** | |
| Service Chairman of the Virginia Zeta Chapter of the Phi Kappa Psi Fraternity  January 2018 – December 2019   * Responsible for organizing and leading various community service events for the chapter to participate in. * Participating in weekly trips to the Christiansburg Boys & Girls Club to tutor middle-schoolers. | |
| **HONORS & AWARDS**   * **King Family Memorial Scholarship** – Received $10,000 scholarship | |
|  | |
|  | |