**James A Cianfaro**  [**https://www.linkedin.com/James-Cianfaro**](https://www.linkedin.com/pub/james-cianfaro/107/7b8/514)1 Ashdale Circle • Newark, Delaware 19702 • C: 302.993.6303 • JIMMIET@UDEL.EDU

### Expertise & Software Skills

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | * Sales | * Manual Labor | * Microsoft PowerPoint | | * Customer Satisfaction | * Microsoft Word | * Google Sheets | | * Team Leadership | * Microsoft Excel | * Pivot Tables | | * Time Management | * Microsoft Access |  | |  |  |

**Professional Experience**

##### **RodneyStreet** 2019

**Business Intern**

* Created projections for 50,000 sq. ft. Tennis facility.
* Day to day finance responsibilities.
* Organized multiple databases on Excel and Google Sheets
* Assisted in creating 2020 business plan for RodneyStreet.

**Bob Carpenter Center** 2015 - 2017

**Operations**

* Set-up events at the Bob Carpenter Center.
* Organized events.
* Worked on the floor for sporting events.
* Made cost and budgeting Spreadsheets.

**Stone Balloon Ale House** 2017

**Kitchen Staff**

* Prepared food for chefs.
* Restocked Shelves.
* Cleaned Kitchen.

##### **Action Hardware** 2013 - 2015

**Sales Associate**

* Assisted customers locate the items they needed.
* Responsible for manual labor to transport customer’s items.
* Explained to customers how to use specialized / dangerous equipment.
* Coordinate / transitioned new employees to Action Hardware.
* Monitored the safety and well-being of the store.

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### Education

Graduating Winter 2019

University of Delaware

Lerner College of Business

Bachelor’s degree in Sports Management