

# Mahi Patel

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## Education

**University of South Carolina – Columbia, S.C.** May 2027

- Bachelor of Science in Computer Information Systems in Business
  - Minor in Business Management
  - Cumulative GPA: 3.242, Dean's Scholar, Palmetto Fellows
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## Skills

- **Programming Languages:** Java, Python
  - **Software Applications:** Microsoft Suite (Excel, Word, PowerPoint)
  - **Operating Systems:** Windows, Linux
  - **Languages:** Fluent in English and Gujarati; Conversant in Urdu and Hindi
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## Related Experience

**First Citizens Bank – Spartanburg, S.C.** May 2025-Aug 2025

*Sales and Service Representative*

- Handled banking D1 software to process 150+ client withdrawals, deposits, payments, account information, and verify their personal data with confidentiality daily
- Executed routine management tasks of managing data entry, auditing cash drawers, and utilizing balance verification
- Assisted customers with all banking needs, promoted bank products/services, led by following all bank rules and regulations in person, in drive-through, and by phone call

**Hudson Liquor – Greer, S.C.** Aug 2025-Sept 2025

*Assistant Manager*

- Entered and managed 900+ product inventory through RetailPOS software, establishing accurate tracking and reporting
  - Ensured efficient coordination between 3-4 distributors to retain favorable inventory levels by organizing items into numerous categories
  - Worked with RetailPOS software to adjust prices weekly based on profit margin analysis, leading to improved revenue and turnover
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## Professional Extracurricular Activities

**Epsilon Sigma Alpha (ESA) – Club Member** Feb 2025-Present

- Actively completing service hours (25+ per semester) for National, Local, USC, and ESA categories
- Attending weekly chapter meetings for service education and professional skills
- Participating regularly in fundraiser/social events to support chapter charities such as St. Jude's and the Easterseals

**USC Women in Business (WIBC) – Club Member** Aug 2023-Present

- Attending bi-weekly meetings with professional business-oriented women as mentors
  - Collaborating with a team to design and present with a wibinternship, a real-life business scenario showcase
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## Other Work Experience

- Sunoco QuickMart - Cashier Dec 2024 – Sept 2025
- The Tutoring Center - Tutor Feb 2023 – May 2023
- Kumon Learning Center - Tutor Sept 2021 – Feb 2023