

Margaret Ryan Ayoub

Email: me@megayoub.com

Website: megayoub.com

EDUCATION

Sacred Heart University, Fairfield, CT

2013 – present

Anticipated B.S. in Business Administration

Courses Completed: Principles of Macroeconomics, Introduction to IT/Business, Elementary Statistics with Business Appeal, Organizational Management, Managerial Accounting and Control, Principles of Microeconomics, Principles of Marketing, Math For Decision Making, Financial Accounting and Reporting, Organizational Behavior, Business Law 1, Business Ethics

Currently Taking: Operations Management, Web Design & Visual Tools, Management of Human Resources, Financial Management

EXPERIENCE

Customer Service Specialist/Cashier, CVS Pharmacy, Westford, MA

Summer 2015

Retail work with a focus on providing excellent customer service. Offered suggestions on retail goods that might appeal to customers based on an assessment of their needs and interests, located requested items from inventory stock, and answered questions on product availability or alternate locations to purchase desired merchandise.

Babysitter, Care.com, Littleton, MA

2014 – present

Care for a 10-month-old girl and a 2-year old boy.

COMPUTER SKILLS

Expertise in Microsoft Word, Excel, PowerPoint, and in operating both Windows and Mac OS.

Proficient in HTML, CSS.

VOLUNTEERING/CLUBS

Teacher Assistant, Florence Roche School, Groton, MA

Spring 2012, 2013

Volunteered for one semester as part of a class, both Senior and Junior years. Duties included running small groups teaching Math concepts, reading stories out loud to small groups and entire class, escorting students as a class to Specials and assisting teacher in all duties relating to a First Grade and Kindergarten class.

Co-Teacher, St. Catherine of Alexandria Church, Westford, MA

2014–2015

Taught Religious Education to ten first grade students.

Member, Business Administration Club at Sacred Heart University

2015-present

Interact with community for service projects.

Ballet and Modern Jazz

1998-Present

*This version of my resume does not include any personal information or references.
Please email me if you would like to get in touch.*