

Logan Rose

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Current Address:

Huntsville, Texas 77340

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Permanent Address:

Houston, Texas 77066

EDUCATION: Sam Houston State University, Huntsville, Texas
Bachelor of Business Administration in Management Information Systems
GPA 2.5/4.0 Expected graduation date: May 2023

RELEVANT COURSES:

- | | | |
|---|----------------------------------|----------------------------------|
| • Microsoft Access Expert Certification | • Business System Implementation | • Business Communication |
| • Business Database Management | • E-Commerce Implementation | • Electronic Communications Tech |
| • Business Analysis | • Managerial Accounting | • Principles of Management |

WORK EXPERIENCE:

- | | | |
|---|---------------------------------------|-------------------------------------|
| Wisembaker Home Building Services, Houston, TX | Estimating Intern | October 2017 – Present |
| <ul style="list-style-type: none">• Generate graphs and charts showing production numbers and backlog• Export estimates to Echelon Database Repository• Organize, interpret, and record customer building specifications• Cooperate with individuals from diverse levels within a corporation | | |
| Bearkat Promotional Team, Huntsville, TX | Marketing/Promotions Assistant | October 2019 – November 2020 |
| <ul style="list-style-type: none">• Developed tools to support the selling process• Kept a record of inventory and management of equipment• Assisted management with scheduling and training of new employees• Communicated value and position to potential customers | | |
| Finish Line Houston, TX | Sales Associate | June 2018 – August 2020 |
| <ul style="list-style-type: none">• Educated customers on product options to meet and exceed customer service experience• Proficient in multitasking and can prioritize multiple jobs as necessary• Generated key reports for weekly, monthly, and quarterly meetings• Gained in-depth knowledge of company's products to provide reliable and trusted assistance to customers daily | | |

LEADERSHIP:

- | | | |
|---|-----------------------------------|--------------------------------|
| Omega Psi Phi Fraternity Inc. | Keeper Of Record and Seals | November 2020 – Present |
| <ul style="list-style-type: none">• Track expenses using Excel sheets to ensure that the chapter stays within budget• Participate in over 150 Volunteer hours per year within the Huntsville community• Oversee recruiting of potential new members | | |
| National Association of Black Accountants Inc. | Secretary | June 2019 – Present |
| <ul style="list-style-type: none">• Coordinate meetings with executives for the chapter• Take charge of membership recruitment at events• Use Microsoft Outlook to effectively send out organization updates | | |
| National Association of Journalists Inc. | Treasurer | June 2019 – Present |
| <ul style="list-style-type: none">• Advised on the organization's fundraising strategy• Prepare and present budgets for new and ongoing work• Ensure everyone handling money keeps proper records and documentation | | |

TECHNICAL / NON-TECHNICAL SKILLS:

- Written & Verbal Communication
- Team Collaboration
- Client Relations
- Deadline Management
- Research & Analysis
- Emotional Intelligence