RACHEL ANTHONY

(248) 496-8298 ♦ rlanthony20@gmail.com ♦ Troy, MI ♦ https://www.linkedin.com/in/rachellynnanthony

EDUCATION

Oakland University | Rochester, MI   Expected Graduation December 2023
Bachelor of Science in Management Information Systems | 3.99 GPA
- Specialization in Business Analytics
- Minor in Computer Science

Related Course Projects
- *Statistical Analysis of the 2023 FIFA World Cup* | R | Shiny | Regression Models | Decision Trees
- *Implementing a Network Intrusion Detection System* | Java | Linked Lists | Stacks | Hash Tables | Binary Search Trees
- *Developing Models to Predict the Accuracy of Smoke Detectors* | SAS | Machine Learning | Neural Networks

EXPERIENCE

BorgWarner Inc. | Auburn Hills, MI   November 2022 – April 2023, September 2023 – Present
IT Network Logistics Intern
- Oversee the mobile services department with a team of 3 for over 2,000 employees across North America
- Resolve common and unknown technical issues under strict time constraints in person, over messaging, and on the phone using knowledge of Android and Apple hardware and software
- Negotiate the monthly mobile plans with Verizon as a team to reduce the costs per user by 22%
- Construct a dynamic Power BI dashboard to display mobile services expenses to distribute to the finance team to use in verifying cost allocations as a way to minimize discrepancies between department records

General Motors | Warren, MI   May 2023 – August 2023
Global IT Intern
- Transformed 3 IT operation teams' weekly change management reports into 1 consolidated report after collecting user requirements and increased the use of automation in its creation by 170% using MS Excel, reducing the report's production time by over 95%
- Coded a comparison tool to rapidly identify changes between data exports of over 100 records to increase the accuracy of change management reports and to save time in the reports' development
- Mentored 2 high school intern students for 4 weeks by engaging them in current projects and educating them on the company culture and goals to maximize the quality of their internship
- Designed flyers that aligned with the company's brand to promote events for GM Women+ Technology employee resource group that attracted the maximum number of employees to sign up for each event

COMMUNITY INVOLVEMENT

Meadow Brook Ball Committee | Rochester, MI
President   April 2022 – April 2023
- Coordinated decorations, entertainment, and catering at the annual ball for 300 Oakland University students
- Organized weekly meetings and facilitated discussions among 15-20 committee members to make decisions about components of the ball, while staying at least 2 weeks ahead of schedule
- Researched and communicated with vendors of various specialties along with drafting and processing contracts and invoices for them, while building strong relationships to work together again in future events
- Navigated and solved guest problems and discontent effectively to maintain customer satisfaction

Treasurer   July 2020 – April 2022
- Developed budget and allocated funds carefully to ensure the budget was followed and all transactions were recorded
- Cut expenses by 40% by strategically pricing tickets based on the budget's estimated costs and generated funds to cover 23% of the total costs through fundraising and funding grants
- Produced biweekly custom marketing advertisements to publish on Facebook and Instagram to promote the ball and sell all 300 tickets to generate revenue, which increased Instagram followers by 50% and total content interaction by 60% when compared to past years' data

TECHNICAL SKILLS

Programming and Data Analysis: Python | Java | HTML | R | Power BI | SAS | Linux | SQL | VBA Excel | Regex | SPSS | C#
Content Editing/Sharing: Git | GitHub | MS SharePoint, Excel, Visio, Access, Word, Forms, PowerPoint | Google Workplace
Graphic Design: Adobe InDesign | Adobe Photoshop | WordPress | Canva