

EDUCATION

W. P. Carey School of Business, Arizona State University, Tempe, AZ March 2024
Bachelor of Science, Business Global Leadership

University of Iowa, Iowa City, IA March 2014
Bachelor of Science, Psychology

PROFESSIONAL EXPERIENCE

CDW Financial Services, Sales Intern *Chicago, IL | May 2023 - August 2023*

- Assisted the sales team in conducting market research to identify potential business opportunities within the financial services sector.
- Supported the development of customized sales pitches and proposals for prospective clients.
- Managed and updated client information in the CRM system, improving team efficiency and organization.
- Participated in client meetings and contributed to the delivery of tailored solutions to address client needs.

Clarity Clinic Therapists & Psychiatrists Therapy Assistant *Chicago, IL | January 2019 – May 2023*

- Provided coverage for therapists when they were unavailable, ensuring continuity of care for clients.
- Supported therapists with administrative tasks, including appointment scheduling and documentation.
- Fostered a welcoming environment for clients and actively engaged with them to ensure their comfort.
- Collaborated with therapists to develop treatment plans and shared insights from client interactions.
- Participated in ongoing training to stay updated on therapeutic techniques and approaches.
- As a Therapy Assistant at Clarity Clinic Therapists & Psychiatrists, I played a crucial role in ensuring the seamless delivery of mental health services while providing valuable support to therapists and clients.

Uber Driver *Chicago, IL | January 2021 - May 2023*

- Provided reliable and safe transportation services to passengers throughout the Chicago metropolitan area.
- Maintained a high level of customer service, earning consistent positive ratings and feedback from passengers.
- Utilized navigation apps proficiently to optimize driving routes and ensure timely pick-ups and drop-offs.
- Demonstrated an excellent knowledge of local traffic patterns and landmarks, enabling efficient navigation through city streets.

Fulfillment Associate *West Music Company, Chicago, IL | February 2018 - January 2021*

- Assisted with order processing and fulfillment, ensuring timely and accurate delivery of products to customers.
- Picked and packed items from inventory, adhering to quality control standards to maintain customer satisfaction.
- Collaborated with the warehouse team to organize and optimize inventory storage and replenishment.
- Contributed to a positive work environment, promoting teamwork and efficiency in daily operations.

SKILLS & ACTIVITIES

Technical Skills: Advanced Microsoft, Salesforce, and CRMs

Volunteer: Habitat for Humanity and Luries
Childrens Hospital