

MBA Candidate | Strategy · Marketing · Operations · Project Management

PROFESSIONAL SUMMARY

Experienced professional and RIT MBA candidate consistently recognized for thorough preparation, initiative, resourcefulness, and effective collaboration across teams.

SKILLS

- **Strategy and Operations:** Strategic analysis, project scoping, process improvement, resource allocation, problem solving
- **Marketing:** Market research, marketing strategy, digital marketing, customer journey, Google Analytics (developing)
- **Business Communication:** Executive communication, stakeholder engagement, relationship building, translating complex information for diverse audiences
- **Business Finance:** Working knowledge of financial concepts, financial statement interpretation, financial ratio analysis

PROFESSIONAL EXPERIENCE

ASL/English Interpreter, Access Services, Rochester Institute of Technology

- Mentored over 15 interpreting students and apprentices as they transitioned into professional practice
- Championed the use of ASL consultants for 10+ years, building internal support through sustained advocacy and relationship-building
- Built and maintained strong stakeholder relationships across the institute, managed competing priorities, and solved complex problems

Professional Home Organizer (Self-Employed)

- Built and managed a client-facing side business, independently handling client needs, project planning, scheduling, and service delivery
- Generated repeat business through personalized solutions, strong client relationships, and reliable service

Secondary English Teacher

- Developed and implemented student-centric curriculum emphasizing authentic assessment

SELECTED BUSINESS PROJECTS

- **Agile Project Management – MBA New Student Launchpad:** Developed a project charter, stakeholder personas, user stories, MVP release criteria, and a prioritized product backlog for a proposed student-support initiative, applying Agile methods to translate stakeholder needs into project requirements
- **Operations and Supply Chain Management:** Applied forecasting, process analysis, capacity, quality, and supply chain concepts to evaluate operational problems and develop business recommendations
- **Business Analytics Consulting Project:** Led a six-person team as Project Manager to analyze a large crime dataset; coordinated project scope, responsibilities, and timelines and translated findings into a 30-page business report
- **Financial Analysis:** Analyzed public-company financial statements and 10-K filings using financial ratios and other measures to evaluate financial performance and business position

EDUCATION

- **MBA, Rochester Institute of Technology (RIT) | Anticipated 2027**
- **Certificate in Project Management, Rochester Institute of Technology | Anticipated 2027**
- **M.Ed., Secondary English, Roberts Wesleyan University**
- **B.A., Communications, Allegheny College**

