**Economics**

# **General Grizzly**

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## Education

**Georgia Gwinnett College, Lawrenceville, GA**

**School of Business, AACSB Accredited**

**Bachelor of Business Administration** | May 20xx

Concentration: Economics Minor: Business Administration

Major GPA: 3.6/4.0 Cumulative GPA: 3.3/4.0

**Vienna School of Business and Economics, Vienna, Austria**

Study Abroad Program | Spring 20XX

## Experience

**Best Buy, Lawrenceville, GA**

**Sales Associate****|**September 20XX – Present

* + Utilize extensive knowledge of products and services to assist customers in product selection to best fit their needs
  + Manage team of five associates and promote a collaborative environment resulting in a successful team that consistently surpasses monthly sales goals
  + Resolve customer issues promptly and proactively work to prevent future issues

**Sears Holding Company (SHC), Atlanta, GA**

**Talent & Human Capital Services Intern****|**Fall 20XX

* + Designed a certification process entailing a study guide and a test for SHC’s merchant population (P&L testing) and CFO population (Retail Math testing)
  + Assisted Chief of Staff and Senior Leadership Program (SLP) Manager in creating a structured placement process for program participants
  + Analyzed the SLP interview process, identified gaps, and provided recommendations on improving the process (Recommendations will be implemented for Fall 2011 recruiting season)
  + Planned weekly meetings to engage 15+ interns with senior leadership and discuss issues

## Campus and Community Involvement

**Intermediate Economics Course submitted to the Undergraduate Journal of Economics**

**Writer |** August 20xx-Present

* Write journal articles based on undergraduate student economics-related research by vetting the original research papers
* Develop excellent written and verbal communication skills by interviewing prominent economics alumni and faculty about their work and research

**United Way of Atlanta |** Atlanta, GA

**Volunteer |** September 20xx-Present

* Strengthen Spanish language proficiency by speaking with native Spanish speakers
* Tutor students in local elementary and middle schools in math and reading

**Economics Student Association |** Georgia Gwinnett College

**Board Member |** September 20xx-Present

* Network with economics alumni from a variety of industries including financial services, banking, investing, and consulting

## Skills

* Intermediate proficiency in STATA, MATLAB, Microsoft Access and Excel
* Bilingual-Fluent in French and conversational in Spanish