

Luis Garcia

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EDUCATION

Elon University, Martha and Spencer Love School of Business Elon, NC
Bachelor of Science in Business Administration, Business Analytics May 2023
Minor: Spanish GPA: 3.48

Honor/Awards: Deans List, Sigma Delta Pi Honor Society, Sigma Iota Epsilon Honor Society, Odyssey Scholars Program

Relevant Courses: C++ Programming, Management Information Systems, Principles of Management, Big Data Analysis

Universidad de Sevilla – Facultad de Ciencias Económicas y Empresariales/CIEE Study Abroad Sevilla, España
Concentration: Business Finance, Advance Spanish Writing, Internship January 2021 – May 2021

EXPERIENCE

MetLife Technical University Internship Cary, NC
Financial Data Analyst June 2020 – Present

- Enter nearly 300+ codes into Apptio for the finance team for easier read in reports
- Report missing clocked-in hours for each paid period for four different teams utilizing excel
- Collaborate with a team of 6 interns to prepare a business plan for MetLife's upcoming pet insurance service

Media Services Elon University, NC
Media Technician August 2018 – Present

- Learn new technology (audio, visual, and network) and assess their usage and purpose for Media Services
- Provide audio/visual technology for over 120 student organizations, faculty, and staff at Elon University and operate the technology before, during, and after each event
- Train new technicians in the usage of the equipment at Media Services, ways to troubleshoot, and how to operate the venues

LabCorp Inc. Burlington, NC
IT Project Management Internship May 2020 – August 2020

- Inspected and solved over 800 sites with non-functional payment devices using Microsoft Excel and Postman
- Aided Patient Service Centers in troubleshooting non-functional payment devices through email, phone, and IT support
- Reported new findings of over 900 non-functioning payment devices and activated functioning payment devices to a team

LEADERSHIP & PERSONAL DEVELOPMENT

La Unidad Latina, Lambda Upsilon Lambda Fraternity, Inc. Elon University, NC
Founder, Treasurer, Project Coordinator April 2019 – Present

- Assist with registering the chapter, and recruitment of members for the Spring 2019 Founding Line
- Network with other nonprofit organizations to conduct community-based events and raise cultural awareness
- Manage fund request, connections between other organizations to reach out for funds, and communicate with student government

Latinx-Hispanic Union Elon University, NC
Treasurer, Project Coordinator March 2018 – Present

- Manage budget request forms, reimbursements, and maintain close connections with different organizations for funding support
- Form, manage, and execute over 10 events per academic year to build cultural awareness

SEO Career New York City, NY
Edge Participant July 2019 – August 2020

- Received 20+ hours of coaching and online instruction to achieve interview, technical, and professional developmental goals
- Developed technical skills, institutional knowledge, and attention to detail by completing industry-specific training/assessments

Other Affiliations: J-Noble Generation Diversity Symposium, Kelley Business School National Diversity Case Competition, SMART Mentorship, The Hubb Conference (Creative Artist Agency), Wells-Fargo Junior Leaders Conference

SKILLS & CERTIFICATIONS

Computer: Microsoft Excel Advanced Certification (Pivot Table, V-Lookup, IF Function), Python, SQL, R

Language: Fluent in Spanish and English (Speech, Reading, and Writing)