

Brian McIntosh Ahern

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OBJECTIVE

To obtain a full time position in the field of Management Information Systems.

EDUCATION

Villanova University, Villanova, PA

Bachelor of Science in Business Administration (May 2002)

Major: Management Information Systems. Minor: Spanish

Class Rank in Major: 4 out of 36, GPA 3.4, Dean's List

Relevant classes: Database Management, Data Communications, Systems Analysis and Design, Strategic Management, Operations Management, Algorithms and Data Structure (Java), Organization and Management.

Edmund Burke High School, Washington DC (graduated June 1998)

SPECIAL SKILLS

- Bilingual in Spanish. Lived in Central America for 5 years and Barcelona Spain for a summer.

TECHNOLOGY SKILLS

- Strong skills in: Microsoft Excel, Microsoft Access, Microsoft PowerPoint Microsoft Word, and Word Perfect. Heavy Classroom exposure in Java, Visual Basic. Demonstrated capability in Internet Research

IT WORK EXPERIENCE

- **Clark Construction Company**, Washington DC. Summer 2001
Intern, Assistant office engineer: New Washington DC Convention Center: worked with created and maintained spreadsheets, and posted and edited Structural drawings.
- **DC United** (Major League Soccer), Washington DC. Summer 2000
Intern, technologies department, database administrator: Created, edited, and modified databases. Worked with networks, and set up network workstations.

LEADERSHIP EXPERIENCE

- **Member of Villanova University's Men's Varsity NCAA Division I soccer team** Big East Conference for 4 years. Earned a scholarship.
- Trained with Amigos de Las Americas, a program that sends student volunteers as public health workers to countries in Latin America and the Caribbean. (1997)
- Participated in community service projects with the Latin American Youth Center, an organization in the Washington D.C. area that helps Latin American youth in need. (1996-1997)
- Teacher of English as a Foreign Language (ESL) at Sacred Heart Adult Education Center in my neighborhood serving newly arrived immigrants from Asia, Africa and Latin America.
- Coach of Soccer for several DC area soccer camps and clinics.
- Captain of my high schools varsity soccer team for 3 years.
- Captain of my high school varsity basketball team for 3 years.

Heather Garboden

Present Address

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EDUCATION

Villanova University, Villanova, PA
Bachelor of Science Business Administration May 2002

MIS Major

Computer Skills: Microsoft Word, Excel, Access
Visual Basic, Java, Power Point

Division 1 Scholarship Athlete

MIS GPA: 3.16

Overall GPA 2.87

Beaverton High School, Beaverton, OR June 1998
National Honor Society Member

ATHLETICS

Varsity Softball, Villanova University 1998-Present

Individual Accomplishments

All-Big East Selection 2000, 2001

Team Captain

Team Accomplishments

Highest Team GPA

Big East Conference Tournament

Community Service

CATS (Community Action Through Sports)

Special Olympics, softball clinic (Annual)

Habitat for Humanity

Junior Achievement

Varsity Softball, Beaverton H.S. 1995-1998

- 4 years Varsity Letter Award, 2 years Captain,
All-State Athletic Honors, Various Conference Awards
State Champions 1997, All-Metro 1996-1998

Varsity Basketball, Beaverton H.S. 1995-1998

- 2 years Captain, Various Conference Awards

EMPLOYMENT

KRAFT Foods

- Kool-Aid Merchandiser Summer 1999-00
- Scanned retail stores for verification of authorizations Summer 2001

Meier & Frank

- Sales Associate Seasonal 1999-01

Michael S. Houser

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OBJECTIVE:

To obtain employment in a company involved with information technologies and financial services that can utilize my technical, analytical, and leadership skills.

EDUCATION:

Villanova University, Villanova, PA

College of Commerce and Finance

Candidate for Bachelor of Science in Management Information Systems, May 2002

GPA in Major: 3.57

Relevant Coursework:

Advanced Topics in MIS, Data Communications and Networking, Application Design Analysis and Support Systems, Database Management, Systems Analysis and Design, Data Structures and Algorithms, Operations Management, Information Systems for Management, Policy Formulation and Administration, Investments, Principles of Finance, Principles of Marketing, Organization and Management, Business Statistics I + II, Business Calculus I + II, Financial Accounting, Managerial Accounting, Computer Applications and Accounting, Business Law, International Economics, Macroeconomics, Microeconomics, Public Speaking.

TECHNICAL SKILLS:

Strong Knowledge of Windows; Microsoft Access, Excel, FrontPage, PowerPoint, and Word; pcANYWHERE; Internet. Experience with Java; HTML; Web Design; Visual Basic.

EXPERIENCE:

Service Learning System Project (2001). Taught the residents of the William Penn Community Center of Chester, PA to become more computer efficient by instructing them in basic internet and computing skills; Will be guiding the residents of the housing project to design a website and link it to the Chester County website. Project nominated for award.

Business Planning Simulation (2001). Created a comprehensive business plan and ran it through all of the steps that a real-life company goes through when it starts. Components included devising a business plan, conducting market analysis, and developing a profit proposal.

EMPLOYMENT:

Consumer Payment Services (Division of Merchants Express Money Order Company), Wormleysburg, PA

Intern (July, August 2001). Set up agents as host computers for our system. Dialed into their computer using our modems by activating pcANYWHERE software from both our computers and our host's computers. Initiated the File Transfer and transferred the proper zip files to be downloaded to our network, copied, unzipped, and stored for company use.

Balanced Care Corporation, Camp Hill, PA

Part-time Accountant (June 2001). Closed off accounts receivable by analyzing a Monthly Census Summary and the Month End Recap. Generated Transaction Analysis, Aging Reports and verified the General Ledger Posting Summary information. Entered cash receipts at the end of the period to allow the month to be closed. Entered Ancillary Charges for billing and generated Transaction Control Reports and verified numbers.

Mermaid Country Day Camp, Blue Bell, PA

Camp Counselor (Summer 1999, 2000). Lead counselor for six-year-old boys. Supervised activities including: arts and crafts, athletics, and various educational interests. Selected to direct campers who participated in morning and evening extended hours. Mentored first-year camp counselors.

North Penn School District, Lansdale, PA

Maintenance (Summer 1998). Prepared school grounds and facilities for fall opening. Cleaned, painted, and repaired equipment and materials that were necessary for daily school activities.

ACTIVITIES:

Villanova University Varsity Baseball Team (1998-2001).

Participated in Special Olympics as both a Coordinator and Helper.

Participated in the Inner-City Pen Pal Program.