
Maria Francisco

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Objective

I'm a current student pursuing a BS in Finance looking for a position will allow me to gain knowledge and experience and help me grow and excel in my field.

EDUCATION

Michigan Technological University- *Finance Major*

Houghton, MI

Expected Graduation Spring 2021

GPA 3.00

- **Theta Chi Epsilon Sorority - Local Chapter**- Fall 2017 - Present
 - o *Treasurer - Present*
 - o *Recruitment Chairman - Spring 2019 - Fall 2019*
 - o *Philanthropy Chairman- Fall 2019*
- **Memorial Union Board** - Fall 2018 - Present
- **Women's Leadership Council** - Fall 2019 - Present
- **Finance Club** - Spring 2020 - Present
- **Michigan Tech Cheer Team** - Fall 2017 - Fall 2018
- **Leadershape Participant** - 2019

EXPERIENCE

Michigan Technological University Employee

Houghton, MI

Waino Wahtera Center - *Orientation Team Leader*

Fall 2018 and 2019

- Facilitate meetings with incoming first years
- Provide personal and academic advice for success at MTU to first year students
- Trained in diversity and inclusion to provide support

Waino Wahtera Center - *Teaching Assistant and ExCEL Peer Mentor*

2019-Present

- Be a facilitator for students who may be struggling academically
- Be a support system for students who are transitioning into college or who are on probation with the university

Admissions Office - *Call Center Telecounselor and Tour Guide*

2019-Present

- Call prospective students to discuss campus and enrollment
- Show campus and answer questions to prospective students and families
- Represent Michigan Technological University

Center for Pre College Outreach - *Activities Counselor for Summer Youth Programs*

Summer 2019

- Manage and supervise activities for participants

Cadillac Ice Cream Company

Cadillac, MI

Supervisor

Summer 2017 and Summer 2018

- Manage new employee training, money, and inventory
- Customer Service

SKILLS

Maria Francisco

- Microsoft Office
- Team Dynamics
- Written and Oral Communication
- Marketing
- Time Management
- Highly Organized
- Problem Solving
- Leadership