

Jared Sharp

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OBJECTIVE

Seeking an internship opportunity as a Summer 2025 Intern

EDUCATION

San Jose State University, San Jose, California — August 2024

B.S. Business Administration: Management Information Systems

Relevant Coursework: Intro to Business Programming, Written Communications

Ohlone Community College, Fremont, California, 4.1 GPA — August 2021 - May 2024

A.A. Business Administration for Transfer

A.A. Economics

Relevant Coursework: Financial and Managerial Accounting, Business Law, Calculus I & II

RELEVANT EXPERIENCE

Bank Teller, Wells Fargo Bank

- Conduct payments, withdrawals, deposits, etc. for customers on a daily basis
- Handle cash, checks, and foreign denominations
- Utilize teller-specified systems and Microsoft Office applications
- Focused on relationship building with customers and engaging with clients.
- Stay aware of products and services offered to answer customer questions and ensure satisfaction

SKILLS

Computer Literacy: Proficient in Microsoft applications, Google Apps, Social Media, and Zoom. Focused on building digital capabilities, such as Python.

Customer Service: Worked in the customer service industry for 6+ years and was awarded an outstanding customer service award from a previous employer.

Critical Thinking: Finding different ways to solve problems in the workplace and for customers at the teller window.

Cash Handling: Worked in multiple jobs that involve cash handling. Experience includes handling up to \$60,000 at a time.

ACTIVITIES

Member, Management Information Systems Association, SJSU