

**Nicholas Koprowski**  
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### **PROFESSIONAL SUMMARY**

Motivated, dependable, and hard-working San Jose State University Junior with excellent teamwork skills and management experience. I have worked in various jobs ranging from sales to administration and analytics.

- Concentrated Listener
- Fast Learner
- Team Player
- Comfortable Under Pressure
- Reliable and Hard Working
- Experienced w/ data analytics
- Friendly/Optimistic
- Attention to Detail
- Adaptive and Creative

### **PROFESSIONAL EXPERIENCE**

#### **Associated Students, San Jose State University**

##### **Chief Elections Officer**

**October 2022 – May 2023**

- In this position I managed and oversaw the Student Elections Commission, an AS department responsible for providing fair and ethical elections that attract as much of the student population to vote as possible.
- I prepared and managed the annual SEC Budget request in accordance with A.S. Budget Policies.
- I used analytics to support my management style of three different teams, we worked to plan events, serve as a council on grievances against the current and past Board of Directors, and met with various school officials in order to advocate on behalf of the student population.

#### **Coreware Group**

##### **Internship - Consulting**

**May 2023 – August 2023**

- Responsible for maintaining and building relationships with clients all over the United States seeking potential mobile or web application development.
- Oversaw the entire sales process with clients - from outreach, to scheduling consultation meetings, providing clients with examples of our company's prior work which mirrors their project, scaled prices on projects, and finally closed deals with clients to hire our software developers for their project.
- Further developed my interpersonal sociability to connect with people from all over the world. In this position, I watched myself gain confidence and continued to evolve my own particular style of communication, all while developing my skills as a salesperson.

#### **Nordstrom**

##### **Salesperson – Woman's Shoes Department (Seasonal)**

**May 2022 - September 2022**

- Worked in the summer for the anniversary sale seasonal full-time and gained up to \$80,000 in monthly sales.
- Dealt with an inventory of over 10000 square feet of women's shoes, learning skills such as using Google Workspace and Oracle, and worked efficiently at fixing the inventory in order to later maximize sales.
- From this position I learned how to better present myself to maximize my potential sales capabilities, work in a place where coworkers are competitive, and task switch more efficiently satisfying multiple clients.

#### **Delta Sigma Phi**

##### **Vice President – Risk Management**

**August 2022 - Present**

- Oversee and coordinate the events and safety of an organization with over 90 members and a \$500,000 yearly budget and ensure the participation of all members.
- From this position I learned how to work with National and School Officials along with law enforcement to plan all events for our organization in a safe and inclusive manner.
- I motivate 90 college-aged individuals to grow into people who are driven academically, successful professionally, and respectful to all people in their community around them.

### **CERTIFICATIONS**

High School Diploma (2021)

San Jose State University – Bachelor of Science in Management Information Systems (Spring 2025 Expected)

### **MISCELLANEOUS**

Fluent in Java, HTML, and Python programming languages

Experienced with Microsoft Office (Excel, Word, PowerPoint, OneNote), Tableau, and Google Workspace