

Nicholas Larsen

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Permanent Address

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Objective

Obtain a full time position as a business analyst or manager in Marketing, Manufacturing, Computer Technology, or Information Technology

Education

Bachelor of Science in Business Management May 2008
Purdue University, Krannert School of Management, West Lafayette, IN
Minors in Marketing and Philosophy

Course Work: Marketing Research, Advertising, Accounting, Professional Writing, Entrepreneurship

- Conducted research into the existing and potential market for Purdue's football ticket sales
- Created and presented a business plan for a potential new business
- Developed a fundraising brochure for Habitat for Humanity, Lafayette, IN

Work Experience

Collections Agent – The Warranty Group (TWG), Chicago, IL May 2008 – July 2008

- Collected over \$100,000 in outstanding receivables from automotive dealers for repairs done on customer's vehicles under their extended warranty contracts
- Assisted in shortening the list of outstanding claims from over \$1 million to less than \$300,000

Delivery Driver and Waiter – Pizza Hut, Lafayette, IN May 2005– May 2008

- Created and sold four new menu items
- Sold extra menu items successfully over the phone through suggestive selling techniques
- Carried \$200 to \$900 in personal sales throughout each shift

Data Entry Clerk – AON Warranty Group, Chicago, IL June 2005 – August 2006

- Prepared over 100,000 documents for scanning into computers for fast access using keywords
- Organized and checked over 10,000 monthly credit card transactions totaling approx \$5 million
- Created more than 100 Excel spreadsheets for managerial use in business meetings

Counselor – Hiawatha Youth Camp, Eckerman, MI Summers 2003 and 2004

- Counselor for 10 youth campers per week
- Led a group of seven staff members in operating the kitchen
- Led over 50 campers as team captain to an overall camp victory

Extra Curricular Activities

- Lambda Chi Alpha Fraternity member. Completed two Lambda Chi Alpha Leadership Courses
- Recruiter for social networking site Qlique.com – Top Nationwide Recruiter one month
- Team leader of 15 new students – Freshman Orientation Program at Purdue University
- Staff and group leader – Operation Snowball, D.A.R.E. program for bettering teen decisions
- Volunteer – Habitat for Humanity – Helped build three houses in the Greater Lafayette Area