

Morgan Richards

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EDUCATION

University of Wisconsin-Madison **Madison, WI**
Bachelor of Business Administration degree **May 2019**
Wisconsin BBA Direct Admit
Majors: Information Systems; Accounting

Menomonee Falls High School **Menomonee Falls, WI**
Overall GPA: 4.77/4.00 **September 2011-June 2015**
Class Rank: 8 out of 389
Honors: Honor Roll, AP Scholar Award

EXPERIENCE

Target **Menomonee Falls, WI**
Target Café Team Member, Cashier, Starbucks Team Member **July 2013-Present**

- Process sales transactions on cash registers in various departments
- Maintain a sanitary environment for team members and for guests to ensure cleanliness and safety
- Interact with guests to provide high quality customer service
- Prepare food and drinks in a clean environment to follow food safety preparation guidelines

INVOLVEMENT

Association of Information Systems Professionals **September 2015-Present**

- Develop a better understanding of job and internship opportunities for Information Systems by attending speaker events from companies such as General Electric and Accenture
- Collaborate with one other person to plan out and implement the design of the Members page of the organization's website using HTML and Bootstrap

Business, Badgers, and Beyond **September 2015-Present**

- Attend bi-monthly meetings to learn about upcoming volunteer and networking events
- Attend speaker events to learn more about networking, applying for jobs, and working

Future Business Leaders of America **Menomonee Falls, WI** **September 2012-June 2015**

Executive Vice President of Communication **September 2013-June 2014**

Executive Vice President of Community Service **September 2014-June 2015**

- Coordinated Trick or Treat fundraiser to collect canned goods to benefit the local Food Pantry
- Created and monitored spreadsheets to track involvement of chapter members
- Organized photos from the year to make up the club yearbook page
- Reached out to companies and organizations who donated time and money to FBLA to express thanks and appreciation from the club as a whole
- Initiated signups for volunteer events by going to speak in business classes
- Announced upcoming events and volunteer activities at bi-monthly chapter meetings