

John Mathias Schissler

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EDUCATION

AUBURN UNIVERSITY – AUBURN, AL
Bachelor of Science in Business and Finance
Minor in Marketing
Current Status: Sophomore (at end of present semester)

BREVARD COMMUNITY COLLEGE – TITUSVILLE, FL
Undergraduate Courses in Liberal Arts

EXPERIENCE

EDWARD JONES – TITUSVILLE, FL (FINANCIAL SERVICES)
On Call Branch Office Assistant – Investment Program Internship (January 2006 – May 2006)

- Investment office operations, followed by training on evaluating client's financial needs and designing a financial plan for them.
- Filed new clients information and added trades into the computer when a client bought or sold stocks.
- Completed internship and earned a part time position with Edward Jones.

CARILLION INC. – HOUSTON, TX (MARKETING & SALES)
Marketing Intern (June 2005 - July 2005)

- Assisted in account services for business development / marketing firm. Worked on lead generation database for clients in travel, transportation, and healthcare. Provided support staff role for on site work in New York and Boston.

INDIAN RIVER UNITED METHODIST CHURCH – TITUSVILLE, FL (OPERATIONS)
Operations Support – Part-time (November 2005 – August 2006)

- Set up facilities for church service and special events. Additional support for interior and exterior buildings and grounds work.

SKILLS

- Computer proficiency: IBM/PC and Apple Macintosh operating systems
- Microsoft Office skills (Word, Excel, PowerPoint)
- Business systems knowledge: typing, photocopiers, fax machines
- Attributes: Fast learner / Able to grasp and comprehend complex concepts
- Hard working. Honest. Enjoy helping people

ACTIVITIES & HONORS

- J. Kyle Braid Leadership Award
- Reformed University Fellowship