

Annie Hansen

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41 Russell Rd
Fanwood, NJ 07023
(908) 578-4216

EDUCATION

The University Of Scranton, Kania School Of Management
Accelerated MBA Candidate

- Accelerated MBA Program

Overall GPA: 4.00

The University of Scranton, Kania School of Management
Bachelor of Science in Marketing

- Overall GPA: 3.33/4.00
- Dean's Scholarship Recipient: awarded to incoming first-year students who demonstrate the highest level of academic achievement.

Scranton, PA
Anticipated Graduation May 2028

Scranton, PA
Anticipated Graduation May 2027

PRACTICAL EXPERIENCE

Ogden CAP Properties

Property Management Intern

- Provided professional customer service by answering resident phone calls and addressing inquiries, maintenance requests, and general concerns.
- Maintained accurate resident records by updating tenant information during move-in and move-out processes.
- Collaborated with property managers to support daily office operations and administrative tasks in a fast-paced residential environment.
- Participated in weekly operations meetings discussing maintenance priorities, resident concerns, and upcoming property improvement projects.
- Assisted the marketing department in researching and updating local business recommendations featured on the company website, improving the quality and relevance of resident resources

New York, NY
June 2026 - August 2026

Goin' On an Adventure

Children Party Entertainer

- Coordinated children of all ages with various games and activities
- Manage group dynamics, ensuring the safety of the children who participate
- Maintain an organized and safe area for children to enjoy their activities

Union County, NJ
October 2022- Present

Swiss Pastry Shoppee

Clerk

- Delivered friendly customer service while assisting customers and processing purchases.
- Managed cash register transactions and maintained organized product displays.

Scotch Plains, NJ
February 2021-December 2025

Private Families

Babysitter

- Assist families with basic household tasks such as dishes, organizing, and putting away children's toys
- Aid in after-school pick-up and transportation to after-school activities
- Earned positive feedback from families for reliability, professionalism, and quality childcare.

Scotch Plains, NJ
June 2019-Present

ERA Suburb Realty

Intern

- Built communication skills over the phone and in person with various clients
- Maintained three listing books throughout the office

Scotch Plains, NJ
May 2023-June 2023

VOLUNTEER EXPERIENCE

Letters for Rose

Letter Verifier

- Reviewed and verified letters sent in my volunteers for my chapter of an organization
- Calculated service hours for volunteers across my town

Scotch Plains, NJ
September 2020-August 2023

LEADERSHIP EXPERIENCE

Scotch Plains Fanwood High School

Junior Varsity Cheerleading Captain

- Participated and planned team bonding regularly
- Demonstrated commitment and dedication by attending every practice, camp, and games
- Organized a schedule for the team members to stay on track

Scotch Plains, NJ
August 2021-June 2022

OTHER INFORMATION

Activities: Business Club, Marketing Club, Women in Business Club

Skills: Microsoft Word, Excel, PowerPoint, Canva, MRI Software, Customer Service, Social Media

Interests: Event Planning, Real Estate