

# Mateen Saghafi

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## EDUCATION

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### Texas A&M University

*Master of Science in Finance  
Mays Business School*

College Station, Texas

December 2022

Cumulative GPA: 3.00/4.00

### Texas A&M University

*Bachelor of Science in Industrial Distribution  
College of Engineering*

College Station, Texas

December 2021

Cumulative GPA: 3.36/4.00

## PROFESSIONAL EXPERIENCE

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### Ernst & Young

*Incoming Business Consulting Staff – Supply Chain*

Dallas, Texas

July 2023

### DCKAP

*Business Analyst*

Austin, Texas

January 2022 – July 2022

- Generated reviews in Atlassian software for improvements based on stakeholders' requirements for Multi-brand Adobe Ecommerce site implementations: increasing website interaction by 15%
- Communicated meeting updates for members of separate pods by holding daily/weekly meetings to facilitate benchmarks for the site leaders; answered questions while ensuring projects stayed on track

### Amazon

*Area Branch Manager Intern*

Dallas, Texas

June 2020 – August 2021

- Led efforts to increase efficiency through the product line by developing a program that pulls data identifying the product lanes experiencing the highest traffic that need to be avoided: saving the site \$136,000.
- Formulated PR/FAQ (Public Relation/Frequently Asked Questions) documents focusing on process improvements and development of new products; answered potential questions while maintaining positive interactions with customers

### Rokrbox

*Client Care Representative*

College Station, Texas

August 2019 – January 2020

- Conducted outreach to clients inquiring about a property and facilitated connections with agents for potential home purchases; led to an increase in home sales for agents by 7%
- Analyzed customer preferences for properties and sent recommendations based on resource considerations such as spending amount and dimensions; provided agents with more consolidated information

### Baumann Springs

*Engineering Intern*

Grand Prairie, Texas

May 2019 – August 2019

- Configured a new machine to produce a lighter spring for air bags that reduced weight while maintaining tension capacity; spring was processed for manufacturing and is now available for air bag companies.

## LEADERSHIP & INVOLVEMENT

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### Kappa Sigma Fraternity

*VP of New Member Development/ Marketing Assistant for the Philanthropy Team*

College Station, Texas

January 2019 – Present

- Built a business foundation for 40 new members by guiding resume development, LinkedIn profiles, and interviews to maximize opportunities at career fairs and future employment

### Big Event

*Project Leader*

College Station, Texas

April 2018 – April 2019

- Managed 15 students providing landscaping and various other home improvements to families in need throughout the College Station/Bryan area

## SKILLS, ACTIVITIES & INTERESTS

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**Skills:** Fluent in English and Farsi and experience in Java and Excel (Macros, Pivot tables, and VBA coding)

**Activities:** Aggie Career Team and Professional Association for Industrial Distribution (PAID)

**Interests:** Sports (Boston Celtics fanatic, basketball, football, soccer, and baseball), making and listening to music (hip-hop, pop, and alternate), and buying/reselling clothing (exclusive shoes, exclusive shirts/hoodies, and exclusive accessories)