

Salha Martialis

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EDUCATION

Utah State University, Jon M. Huntsman School of Business

Logan, UT

Bachelor of Science: Management Operations, Supply Chain Emphasis

May 2022

- **GPA: 3.9**
- Huntsman Scholar, 6 semesters
- Dean's List, 7 semesters
- Business Senator, Business Council, 2021-2022

PROFESSIONAL EXPERIENCE

Consolidated Electrical Distributors, Inc.

Logan, UT

Management Trainee

May 2020 - Present

- Directed 2 departments and their associated projects through effective communication and project management skills, facilitating work efficiency
- Engaged with 10-20 customers weekly through sales and marketing, strengthening customer relationships
- Organized business ventures and developed programs for connection opportunities, contributing to increased company recognition and customer relationships by 5%
- Collaborated with 8 other mentors in computing financial statements, generating increased business
- Participated in 10-15 training courses annually and implemented best practices, ensuring optimum performance

QR Services

Farmington, UT

Operations Coordinator

July 2019 - May 2020

- Achieved 60% average net margin over last 2 quarters after implementing cost-cutting strategies
- Increased overall sales by 15% through constant tracking of top-selling products
- Created and inputted data to be processed with Excel, determining contribution margins, breakeven point, the margin of safety, and degree of operating level for a given company to manage finances
- Processed and stocked inventory, assured regularly scheduled equipment maintenance, saving company resources of time and money

Darwin's Paper Company

Salt Lake City, UT

Billing / Office Assistant

Jan 2017 - July 2019

- Filled 100's of paper supply orders and corrected improper payments saving \$1,000's annually
- Processed documents and oversaw basic data entry for over 200 clients over the course of two months, carrying out responsibilities with accuracy and efficiency
- Maximized consumer satisfaction by engaging in product sales and meeting a 5% monthly sales quota
- Managed scheduling for 100-125 clients through telecommunication and computer software, providing a positive and efficient customer experience

SERVICE

Kaden's Community Soup Kitchen

Salt Lake City, UT

Program Coordinator

Jan 2017 - May 2020

- Started a non-profit organization to help fight the rising rates of homeless teens within the community
- Impacted the SLC homeless community by gathering supplies and meals for 10 groups weekly
- Coordinated with businesses and organizations to gather donations and volunteers for food drives
- Ran social media accounts for the organization increasing donations by 50% within 6 months

PERSONAL / SKILLS / or INTERESTS

- Monday (marketing software), Proficient
- Adobe and Adobe byproducts, Proficient
- American Sign Language, Fluent