

Mark Nicholas Wheat
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CAREER OBJECTIVE

Responsible, out-going, and technology savvy University of Alabama freshman student, seeking a work-study part time position for the summer of 2019 in Houston.

EDUCATION

Bachelor of Science in Commerce and Business Administration

The University of Alabama, Culverhouse College of Business Tuscaloosa, AL Expected Graduation: May 2022
Cumulative GPA: 3.06

Graduated Episcopal High School – Houston, TX

Spring 2018

EXPERIENCE

Part Time Staff Accountant

June -August 2018

Sports Shed, Inc *Self Storage Facility* Seabrook, TX

- General ledger accounting data entry in Quickbooks
- Accounts receivable daily deposit posting/preparation in Access
- Maintain tenant rent roll in Access (new leases, move ins, move outs, delinquent rent notices, etc)

Part Time Construction Labor

June -August 2017

Sports Shed Kemah, LLC *Self Storage Facility (Under Development)* Kemah TX

- Assisted in the development of 130,000 square feet of self storage units with experience in:
 - Site layout of new buildings
 - Operation of heavy equipment (dozer, roller) for foundation pads
 - Foundation set up and concrete pours
 - Parking lot preparation

Part Time Maintenance Labor

June -August 2015 & 2016

Sports Shed, Inc *Self Storage Facility* Seabrook, TX

- Daily maintenance of 131,000 square foot self storage facility including unit clean out and make ready, painting, lawn maintenance, power washing etc.

ADDITIONAL SKILLS

- Conversational Level in Spanish
- Microsoft Office – Word, Excel, PowerPoint, Outlook and Access
- Excellent interpersonal communication skills in person, in writing, and via technology

ACTIVITIES AND HONORS

Member Lambda Chi Alpha Fraternity (University of Alabama)

Love saltwater fishing, duck hunting, & motocross.