

# Brandon Lee

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439 E Campus Mall Apt 402 • Madison, WI 53703

## Education

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**University of Wisconsin-Madison • Madison, WI**

*May 2022*

Cumulative GPA: 3.059

Intended Degree: B.S.

Intended Major: Personal Finance

## Employment

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**Felician Village Nursing Home**

**Manitowoc, WI**

*Dietary Aide*

*September 2016- August 2018*

- Followed strict regulations regarding dietary restrictions and needs for residents.
- Nurtured strong relationships with elderly residents and staff.

## Leadership and Activities

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**Chi Sigma Tau National Fraternity, Incorporated**

**September 2018 – Present**

*Social Media and Public Relations Chair*

*January 2019 – August 2019*

*Sergeant at Arms and Executive Board*

*January 2020 – August 2020*

*Treasurer*

*May 2020 – Present*

- Marketed our organization's events and fundraisers through various social media platforms.
- Promoted the fraternity's philanthropy, volunteer work, and members' community work.
- Enforced strict business rules to enhance the fraternity's image and work.
- Nurtured the leadership abilities in new members through hosting social justice workshops and educating them on how to be a leader on campus as a minority.
- Improved the quality and efficiency of recording transactions, strikes, fines, as well as tracking mandatory volunteer hours through creating excel sheets.
- Managed the chapter funds and created a budget sheet.
- Organized fundraisers that ensured the safety of our members and the public during COVID-19.

**Asian-American Intersvarsity**

**January 2019 – Present**

*Small Group Apprentice*

*August 2019 – August 2020*

*Small Group Leader*

*August 2020 – Present*

- Planned events of over 50 attendees, creating minute-by-minute schedules and delegating committees.
- Prepared and lead meaningful conversations with our organization's members who have diverse ethnic backgrounds.
- Fostered a welcoming and inclusive environment to encourage participation and attendance among members.
- Advised and mentored members to assist them in their spiritual growth.

**National Honors Society**

**May 2016 – June 2018**

*Member*

- Lead a weekly event, Strengthening Families Program (SFP), at Franklin Elementary School nurturing relationships between students aged 6-11 years old and their parents.

**Key Club**

**January 2016 – June 2018**

*President*

*September 2017 – June 2018*

- Responsible for creating and presenting weekly PowerPoints regarding local volunteer opportunities.
- Outreached to local elementary schools and businesses to create volunteer opportunities for club members.
- Lead, organized, and volunteered in many non-profit causes in Manitowoc, Wisconsin.