

Christopher Diab

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EDUCATION

Simon Business School, University of Rochester
Master of Business Administration (A STEM-Designated Program)

Rochester, NY
May 2028

- Concentration: Product Management and Strategy
- Clubs/Associations: Product Management Club, Consulting Club, Entrepreneurship Club, Sports Club.

Emory University
Bachelor of Arts, Art History

Atlanta, GA
December 2022

PROFESSIONAL EXPERIENCE

St. Rita Foundation for Children
Financial Operations & Administrative Web Developer

Denver, CO
October 2022 – May 2026

- Supported the distribution of over \$3 million in donated resources to more than 5,000 families by managing the nonprofit's financial operations and overseeing administrative communications between stakeholders.
- Drove an estimated 26% increase in online donations by leading the redesign of the nonprofit's website, improving user experience and implementing integrated PayPal donation functionality.
- Implemented AI-powered workflows to automate calendar coordination, scheduling, and administrative processes, reducing time spent on routine tasks and improving workflow efficiency.

Fleet Feet
Team Leader/Manager

Decatur, GA
January 2025 – February 2026

- Supported approximately \$18K in average weekend sales by leading teams of 3–10 salespeople, optimizing customer flow, and overseeing daily store operations in a high-volume specialty retail environment.
- Designed and led internal product education clinics and external brand-sponsored events, generating over \$25,000 in featured product sales while increasing customer engagement and brand awareness.
- Drove over \$200,000 in direct-to-consumer sales through personalized product recommendations tailored to individual training goals, preferences, and injury history.

Berkeley Hospice
Office Assistant

Aurora, CO
May 2018 – September 2022

- Supported approximately 2,000 families throughout the end-of-life care process by coordinating communication between healthcare providers, funeral homes, and family members, ensuring a reduced administrative burden.
- Standardized bereavement communications which improved consistency, reduced administrative errors, and supported timely coordination with families and providers.

Rana Khoury MD Family Medicine
Telehealth Visits Support

Detroit, MI
March 2020 – June 2020

- Reduced monthly operating expenses by an estimated 10% by evaluating telehealth vendors and recommending the DOXY.ME platform's free version.
 - Led the implementation of the DOXY.ME platform, enabling a seamless transition to virtual patient care.
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ADDITIONAL INFORMATION

- **Technology:** HTML, CSS, JavaScript, Java, React, SQL, R
- **Certifications:** AWS Certified Cloud Practitioner, FullStack Academy Software Engineering Immersive
- **Community Leadership:** AFIGHTER4LIFE Boxing and Fitness, Mentor and Coach
- **Interests:** Triathlon, Boxing, AI, Web/App Development, Visual Arts (drawing/sculpture), Art History