
BRUCE BETTINGER
Bbettinger88@gmail.com

QUALIFICATIONS

Master of Business Administration (MBA)
Seven years of Higher Education experience
Proven leader with superior communication skills
Capable user in Microsoft Excel, PowerPoint, Word, Outlook, and Access
Excel in a team environment

EXPERIENCE

- April 2021 - Present *Coordinator of the Center for Student Financial Wellness*
University of Texas at Tyler
Tyler, Texas
- Under minimal supervision works autonomously to manage program budget
 - Hiring and training of part-time student staff, ongoing management
 - Providing student focused financial counseling with a holistic approach
 - Continuous improvement of department processes
 - Providing concise public workshops and speeches
 - Collaborating with campus partners for student programming
- Jan 2019 - Apr 2021 *Student Development Specialist II*
University of Texas at Tyler
Tyler, Texas
- Managed program budget to maximize student success outcomes
 - Provided one-on-one recovery coaching and educational workshops
 - Responsible for sourcing and purchasing from approved vendors
 - Cultivated and maintained professional relationships with professional staff and faculty members
 - Provided top tier customer support and service
- Aug 2016- Sept 2018 *Scholarship Coordinator II*
University of Texas at Tyler
Tyler, Texas
- Worked directly with UT Tyler student population to achieve student satisfaction
 - Reported and managed scholarship budgets to budget authority
 - Maintained compliance with applicable laws and regulations
 - Coordinated directly with campus departments and programs
 - Managed third party billing program for the entire student population

EDUCATION

- 2014 M.B.A.
University of Texas at Tyler, Tyler, Texas
- 2012 B.B.A. in Management
University of Texas at Tyler, Tyler, Texas

**HONORS/ AWARDS/
AFFILIATIONS**

- Accredited Financial Counselor (Association of Financial Counseling and Planning Education) 2023
- President- 2023 – 2024 University of Texas at Tyler Staff Senate
- Portfolio Co-lead- UT Tyler Team, Texas Higher Education Collaborative for Wellness
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