

# JESSICA CLAIRE

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(555) 432-1000 - resumesample@example.com

## OBJECTIVE

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Seeking summer internship in the field of Management Information Systems

## EDUCATION

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May 2018

### **BSBA: Management Information Systems**

**The Ohio State University, Fisher College of Business** - Columbus, OH

- GPA: 3.802
- Related coursework: Modeling and Problem Solving with Spreadsheets and Databases, Business Statistics, Data Structure Using Java, Financial Accounting, Managerial Accounting, and Business Analytics
- Dean's list (Autumn 2015, Spring 2016, Autumn 2016) - earned above a 3.5 GPA for the semester

## WORK HISTORY

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04/2016 to 06/2016

### **Database Administrator Intern**

**Deliverree Indonesia** – City, STATE

- Assisted the Senior Business Intelligence Analyst in maintaining the company's database using the SQL programming language
- Created data analysis report for different departments to improve the efficiency of the business
- Communicated to the Senior Developer about bugs on the application
- Tested pre-launch application to make sure it would run smoothly before it is rolled out to the public
- Used data analysis to provide recommendations to management that resulted in a 20% decrease in cancellation rate

## SKILLS

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- Excellent analytical skills
- Quick learner
- SQL proficiency
- Java proficiency
- Fluent in Indonesian
- Computer proficient (Mac & Windows)
- Microsoft Office, Excel, PowerPoint proficiency
- Database Administration