

Alondra Rodriguez Manzueta

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PROFESSIONAL SUMMARY

Motivated Information Technology undergraduate student with hands-on experience in programming languages through coursework. Seeking an internship or entry-level role to apply technical skills, improve system efficiency, and support innovative IT solutions.

EDUCATION

University of Central Florida | Orlando, FL
Bachelor of Science in Information Technology

08/2023 – 08/2026

- **GPA:** 3.76 / 4.0
- **Honors:** Dean's List

PROFESSIONAL EXPERIENCE

Computer Science Intern – Team Lead

01/2025 - Present

Wedding Salon | Remote, U.S.

- Develop, test, and optimize web-based projects, tools, or applications.
- Serve as Computer Science Team Lead, coordinating and guiding undergraduate interns
- Provide technical solutions and coding assistance to support multiple departments
- Utilize programming skills to solve practical challenges and streamline processes.

Licensed Sales Consultant

Progressive | Remote, U.S.

08/2025 – Present

- Engage with customers over the phone to explain insurance options, answer questions, and recommend coverage tailored to their needs.
- Meet and exceed sales and retention goals by building trust, overcoming objections, and clearly presenting policy benefits.
- Use quoting systems and CRM tools to generate accurate estimates, process policy changes, and maintain customer records.

Bank Teller

Wells Fargo | Orange City, FL

11/2023 – 08/2025

- Utilized internal banking software to process high-volume transactions accurately and securely.
- Provided front-line support to customers, resolving issues and answering product-related questions.
- Promoted digital banking tools and educated clients on secure online access.
- Maintained strict adherence to security protocols, balancing cash drawers and verifying data integrity.

PROJECTS

Responsive Web Portfolio – HTML/CSS/JavaScript

01/2025 – 03/2025

Personal Project

- Designed and coded a personal website to showcase academic and professional experience.
- Ensured mobile responsiveness and basic accessibility using semantic HTML and media queries.

Library Management System – Java

06/2024 – 08/2024

University of Central Florida

- Developed a library system using inheritance and abstract classes to simulate real-world operations of library and bookstore books.
- Applied encapsulation and method overriding to enforce structure and reduce code duplication.

SKILLS & TECHNICAL PRACTICES

- Language: English, Spanish
- Software tools: Excel, QuickBooks, Xero, SQL, FreshBooks, Sage One, PowerPoint, Word Programming: C++, Python, Java, JavaScript
- Network Configuration Labs
- Cybersecurity Awareness
- System Administration
- Cloud Fundamentals

CERTIFICATIONS & LICENSES

- **Google IT Support Certificate**
- **TestOut IT Fundamentals Pro Certificate**
- **Insurance Personal Lines License**