

Ashley Pavlock

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EDUCATION

Management Information Systems (BBA)

December 2026 (Anticipated)

Sam Houston State University, Huntsville, TX

Management Information Systems (4.0 GPA)

EXPERIENCE

Technology Intern

May 2025 – August 2025

Montgomery ISD, Montgomery, TX

- Coordinated inventory transport
- Managed database systems
- Installed technology hardware and software

Team Lead

August 2024 – December 2024

Sam Houston State University, Huntsville, TX

- Successfully led a team of seven students in an incentive program development project
- Courteously resolved Microsoft Office downloading difficulties with a team member
- Scheduled and organized group meetings for collaborative work
- Collaborated with a team to develop and refine a presentation

VOLUNTEER WORK

Volunteer

January 2025 – Present

Center for Innovation, Technology, and Entrepreneurship, Huntsville, TX

- Collaborating with interdisciplinary students to generate product ideas
- Utilizing laser engraving and 3D printing to customize products
- Independently researching and developing a list of recommended products for events
- Using 3-D scanning and modeling to create digital renderings of objects

Volunteer

January 2024 – May 2024

Brenham Nursing and Rehabilitation, Brenham, TX

- Provided prompt service to customers
- Engaged in conversation with individuals of different age groups

SKILLS

- Technology troubleshooting (Competent)
 - Resolving printing issues
 - Updating drivers
 - Installing operating systems
- Microsoft Office Suite (Proficient)
- Windows 10 Operating System (Proficient)
- Driver's license (Full)
- BPMN 2.0 flowcharting (Novice)
- Autodesk Architectural Desktop (Novice)