

# Ashley Pavlock

pavlock1262@gmail.com ♦ (936) 306-8080 ♦ Richards, TX  
<https://www.linkedin.com/in/ashley-pavlock/>

---

## EDUCATION

### Management Information Systems (BBA)

*Sam Houston State University, Huntsville, TX*

Management Information Systems (4.0 GPA)

December 2026 (Anticipated)

## EXPERIENCE

### Technology Intern

*Montgomery ISD, Montgomery, TX*

May 2025 – August 2025

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

### Team Lead

*Sam Houston State University, Huntsville, TX*

August 2024 – December 2024

- 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

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

January 2025 – Present

- 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

*Brenham Nursing and Rehabilitation, Brenham, TX*

January 2024 – May 2024

- 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)