

Alex To

(832)-853-7325 | toalex340@gmail.com | <https://www.linkedin.com/feed/>

PROFESSIONAL SUMMARY

Engaged in proactive pursuit of employment and internship positions across various sectors including business management, consulting, and software development. Skilled in Python, HTML, and CSS, alongside a versatile proficiency in Microsoft Office.

EDUCATION

Sam Houston State University

Huntsville, TX

Bachelor of Business Administration in Management Information Systems

December 2024

Houston Community College (3.3)

Houston, TX

Associate of Art, Business

December 2022

SKILLS/ADDITIONAL INFORMATION

- Python, HTML, CSS
- Microsoft Office (Word, Excel, PowerPoint, Access)

WORK EXPERIENCE

Digital Marketing Manager

Houston, TX

PacinoEssenceLLC

January 2023 - January 2024

- Conceptualized ideas using digital marketing to grow their customer base
- Engaged in team-focus discussions with the clients to achieve customer satisfaction
- Communicated the best strategic plan for their service through social media, email, and display advertising

Photo Booth Manager/ Photo Booth Attendant

Houston, TX

PhotoBoothofTexas

October 2020 – January-2023

- Supervised all attendants during events with customer or technical issues
- Aided with scheduling the attendants while distributing equipment prior to events
- Established a loyal clientele through marketing and offered a professional experience

Customer Service Associate

Sugar Land, TX

Walgreens

November 2019 - May 2020

- Fulfilled purchases, handled transactions, monitored the register and handling refunds and returns
- Delivered customers with a courageous, fair, friendly, and efficient customer service experience
- Installed and maintains displays, including promotional, seasonal, and sale merchandise

HONORS & ACTIVITIES

Beta Alpha PSI, Candidate Sep 2023 - Present

