Canyon, TX 79015

CESAR ORTEGA

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https://github.com/CesarOrtega4

EMPLOYMENT

Data Processor   **Panhandle Presort Services**   **June 2022 – Present**
- Managed various data formats, including PDFs and Excel files, to meet client requirements.
- Improved document appearance and accuracy using specialized software for data processing and document formatting.
- Collaborated with teams to maintain consistent document formatting for a professional look.
- Assisted in the accurate preparation and verification of data for client communications and mailings.

Resident Assistant   **West Texas A&M University**   **Summer 2022**
- Provided support and assistance to residents, addressing their concerns and needs.
- Managed the check-in process for summer students, ensuring a smooth transition into dormitories.
- Conducted daily routine checks to maintain safety and facility standards.
- Maintained specific desk hours and on-call availability to respond to resident inquiries and emergencies.

EDUCATION

Canyon, TX   **University of West Texas A&M**   **August 2020 – December 2023**
- B.B.A. in Computer Information Systems, December 2023. GPA: 3.6
- Responsive Web Design Certificate
- **Undergraduate Coursework**: Programming Fundamentals, Programming Business Applications, Management Information Systems, Database System Design, Network Security, Advanced Business Programming, Data Analytics, Object Oriented Analysis & Design, Information & Visualization, IT Project Management, Mobile Application Development, Software System Development

TECHNICAL EXPERIENCE

Projects
- **Currency Converter** (2021). Created an interface that allows a user to compare foreign currencies. JavaScript, CSS, HTML
- **Menu Order Kiosk** (2022). Created a restaurant GUI. Visual Studio 2022, C#, OOP
- **Web-Based Ticketing System** (2023). Created a ticketing system. Visual Studio, C#, OOP, CSS, JavaScript, HTML
- **Send Email** (2023). Used Azure and Visual Studio to send emails. Azure, C#, Visual Studio

Languages and Technologies

- **Programming Languages:** HTML, JavaScript, CSS, C#, Python, Kotlin, Java, OOP, NumPy, Pandas
- **Databases:** MS SQL Server, SQL, MySQL
- **Development Environments:** Visual Studio, XAMPP, WordPress, Shopify, Android Studio, Azure
- **Data Analysis and Visualization:** Tableau, Matplotlib, RapidMiner, MS Excel, MS Access, UML