

Carlos Segarra



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EDUCATION

BS, INFORMATION
TECHNOLOGY

New Jersey Institute of
Technology, Newark NJ

EXPECTED GRADUATION
DECEMBER 2023

SKILLS

Python, Java, JavaScript,
HTML, CSS, PHP, SQL,
Git, Docker, Flask

Languages:

Fluent in Spanish

RELEVANT COURSES

Computer Systems and
Networks

Internet & Applications

Database Design
Management & Applications

Advanced Programming for
Information Technology

Information Design
Techniques

OBJECTIVE

Seeking a part-time internship where I can utilize my understanding of and experience in core concepts related to website development and computer programming as a member of the information technology field.

WORK EXPERIENCE

WHOLE FOODS | Metuchen, NJ | 2020 – 2022

Grocery Team Member

- Cultivated a customer-focused shopping environment by greeting and responding to all customers in a friendly manner
- Developed knowledge about products and sales items to answer shoppers' questions
- Completed all point of sale opening and closing procedures

NEW JERSEY INNOVATION INSTITUTE | Newark, NJ | 2018 – 2020

Project Assistant

- Assisted in general administrative support on various projects
- Maintained legal documents, such as participation and business associate agreements
- Exercised graphic design skills to conceptualize flyers, badges, and other conference event materials
- Compiled various reports and spreadsheets, such as team projections and quarterly invoices
- Scheduled and coordinated meeting appointments
- Transcribed meeting minutes and distributed via email
- Maintained utmost discretion when dealing with PHI
- Trained new project assistants