CARLOS ARREDONDO

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Elmwood Park, NJ 07407

**SUMMARY**

Highly motivated and ambitious senior computer science student at Rutgers University, with unique skill sets in advanced writing, artistic abilities, and advanced mathematical reasoning. I am currently seeking an internship opportunity within the vast field of information technology to gain practical experience and apply my diverse skill set in a real-world setting. I believe that my skills can be used to bring a creative and visually appealing perspective to design and user experience. Additionally, my advanced mathematical reasoning allows me to excel at analyzing and solving complex problems, ensuring efficient and optimized solutions. With my diverse skill set and passion for technology, I genuinely believe that I can make a positive impact and be an asset to any organization.

**Education and Training**

Rutgers University Newark | Newark, NJ

In Pursuit of Bachelor Degree in Computer And Information Sciences with a minor in Mathematics

Expected graduation date: 2025

**Relevant Coursework**

**Completed/Work In Progress**

Calculus Courses from I, II and III

Computer and Programming 101,102 Courses

Data Structures Course

Programming and Language Concept Course

Intensive Programming Course

Computer Organization Course

Mobile app development

Advanced Data Structures and Operating Systems

**Extracurricular Activities:**

,1st Place winner- writing competition, [Junior Semester Organized by the Rutgers Writing Club within the [2023 category of creative fiction, Having a comprehensive understanding of the formats of writing and expressiveness. Member of the FSA [Filipino Student Association]: creative team member for Executive Board- providing creative assistance for advertisements for club events using digital art tools such as Adobe Photoshop, Illustrator, etc. Providing creative input on merchandising for club specific pageants, which provides and promotes the longevity of attention towards the club

**Experience**

**THAVMA Mediterranean Grill**

Host 06/2024-Current

As a restaurant host, I managed both in-house and takeout services with a focus on customer satisfaction and efficient service delivery. My responsibilities included:

• Greeting and seating guests, ensuring an organized flow of customers in a busy dining environment.

• Managing reservations and coordinating seating arrangements to optimize table availability.

• Packing and organizing delivery and pick-up orders, ensuring accuracy and timeliness for customers.

• Liaising with kitchen staff and delivery drivers to ensure smooth operations.

• Providing guests with menu information and responding to any questions to enhance their dining experience.

• Maintaining a clean and welcoming front-of-house environment.

**CVS Pharmacy Elmwood Park, NJ**

Store Associate 06/2023- 08/2024

• Provide excellent customer service; engaged positively with each customer, providing professional and polite support for sales and service needs. Identified problems or discrepancies in inventory levels and notified supervisor accordingly

• Maintained records related to sales for store management; reconciled daily sales transactions against cash registers totals.

• Stock shelves with merchandise and maintained inventory levels.

• Operated scanning equipment for price checks and stock replenishment.

**BOWLERO CORP**

Fair Lawn, NJ

Front Desk Receptionist 11/2021- 08/2022

• Manage special orders or coordinate with other stores to find desired

• items.

• Investigated and analyzed client complaints to identify and resolve issues.

• Processed payments from customers using a variety of payment methods

• including credit cards, checks and money orders.

• Answered incoming calls, redirected callers to the appropriate personnel or department and took messages as needed.

• Coordinated company events with venues and advised staff of