

Christina Pham

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EDUCATION

C. T. Bauer College of Business, University of Houston, Houston, Texas

Bachelor of Business Administration in Management Information Systems

Expected May 2021

Cumulative GPA: 4.00

EXPERIENCE

Information Technology Intern

Mitsui E&P USA LLC, Houston, TX

June 2019 - August 2019

- Collected over 1000 IT equipment over the internship from end-users, server rooms, and the data center
- Analyzed the collected IT equipment records and compared them to Helpdesk asset entries
- Uploaded and updated over 500 IT asset entries to provide an accurate tracking of computer equipment
- Assisted in relocating 5 end-user computer systems (laptop, docking station, monitors, and desk phone)

ACADEMIC PROJECT

Member Survey Analysis - MISSO

September 2019 - Present

- Develop survey to gain data on student professional preferences, goals, and information
- Use Power BI to analyze and visualize data from survey to improve MISSO's student outreach
- Create report to send to MISSO platinum sponsors in order to help them better engage with students

Corporate Project - SPORTCIFX - GENB 3302

February 2019 - May 2019

- Collaborated with a group of 7 to create brand recognition
- Developed a timeline and distributed tasks to maintain team focus
- Created 7 logo designs and mock ups on Adobe Photoshop and Adobe Illustrator to create company awareness

ACTIVITIES

Management Information Systems Student Organization, University of Houston

Media Relations Officer

August 2019 - Present

- Execute digital event photography work flow: capturing, editing, and uploading
- Manage and upload media content onto social media accounts, such as Facebook
- Create 2 graphic designs for external event promotion on a weekly basis
- Attend weekly team meetings to discuss progress on team goals and set agenda for the upcoming week
- Designed MISSO job board to provide member with an easy user experience

Operations Committee

January 2019 - May 2019

- Coordinated with operations officer for logistical needs for every event, such as set-up and break-down

Girl Scouts of America, Our Lady of La Vang Parish

Historian

August 2015 - August 2017

- Captured pictures for 12 activities and events and uploaded to directories to maintain a picture log of all events

Patrol Leader

August 2016 - August 2017

- Oversaw a troop of 8 members during weekly activities and camps
- Delegated activities and responsibilities to Assistant Patrol Leader and troop members
- Lead several weekly meetings and activities to track team progress and build team camaraderie
- Implemented a new camping event with local groups to ensure inter-team bonding
- Planned, scheduled, and lead the proposed campfire program every week by coordinating with other team leads

HONORS AND AWARDS

Dean's List - Fall 2018, Spring 2019

Outstanding Math Student, Lone Star North Harris – Spring 2018

SKILLS

English (fluent), Vietnamese (conversational)

Microsoft (Excel, Word, PowerPoint, Outlook), Adobe (Illustrator, Photoshop, Lightroom), Power BI, HTML, CSS, Java