

Well versed under many IT and developer stacks, with an ability to quickly learn new standards and methods. Able to be self-contained or work in a team atmosphere to complete projects. Driven by information technology and looking to continue in a career that will expand my knowledge in that field.

EDUCATION

Bachelor of Science - Computer Science

California State University, Sacramento

12/2017 - 06/2020

Associate of Arts - Liberal Arts

Cosumnes River College

08/2012 - 08/2017

WORK EXPERIENCE

Student Assistant

California Department of Technology

07/2018 - 08/2020

10860 Gold Center Dr #200 Rancho
Cordova, CA 95670

Achievements/Tasks

- Assists and complete projects assigned by IT Supervisors and IT Managers.
- Assist with various department projects, technical tasks, and documenting projects.
- Maintains critical and confidential procurement and contract files, and prepare and archive records in compliance with the State's policy.
- Manages the organization's Outlook mailboxes, SharePoint, and ServiceNow Portal.
- Uses analytical and research skills to perform requests submitted by customer departments and routed them to management staffs for approval.
- Generates metrics and billing reports.

Sale Floor Member

Target

11/2017 - 07/2018

Sacramento

Achievements/Tasks

- Resolves with customers' issues and communicate with team members to guaranteed customer satisfactions.
- Coaches new team members and assisted members with their tasks.
- Completes tasks assigned by management team.

GENERAL SKILLS

Communication

Problem Solving

Analytical

Teamwork

Multitasking

Adaptability

TECHNICAL SKILLS

Languages

- Java, C++, Machine Learning and Data Science with Python, MySQL CSS
- Markup Language: HTML, CSS

Software and Hardware

- Installation/Configuration and Maintenance of Peripherals, Printers, Drivers, Assembly, Microsoft Office, Adobe PDF, Adobe Photoshop, Internet Browsers, SharePoint, Access

Operating Systems

- Microsoft Windows 10, Windows 8,7, Mac OS, iOS, Linux

Security

- Maintenance, Protection, Backup Management, Monitoring, Recovery

CERTIFICATES

CompTIA A+ certificate

Obtaining A+ certification - December 2020

INTERESTS

Computer Technology

Information Technology

Data Science

Machine Learning