

Harsh Mistry

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Objective

Motivated and customer-focused individual with a strong background in technology and customer service. Committed to providing effective technology solutions and excellent service, with experience in community outreach, event organization, and enhancing community engagement through special events. Skilled in leading and expanding educational programs to promote literacy and foster a love of reading among children. Proficient in programming languages such as Python, Java, HTML, and CSS3, with a Google IT Support Certificate and Microsoft Office Specialist certification.

Experience

Jun 2017 - Aug 2020

Jersey City Free Public Library: Five Corners Branch

Jersey City

- **Coordinated and executed** a variety of regular and 3 special events, enhancing community engagement and participation
- **Led and expanded** the summer reading program had over 200 children, promoting literacy and fostering a love of reading among children
 - Contributed to the library's educational mission, increasing children's participation by 25%

Education

Bachelor of Science, Information Technology

Sep 2022 - Present

New Jersey Institute of Technology

Newark, NJ

Expected Graduation: May 2026 | GPA: 3.378

- Roadmap to Computing
- Introduction to Website Development
- E-Commerce Technology

Skills

Customer Service

- Engaging with customers, understanding needs, and providing solutions.
- Strong communication skills with a friendly, outgoing personality.

Organizational Skills

- Excellent time management, multitasking, and event organization abilities.

Technical Skills

- Programming Languages: Python, Java, HTML, CSS3

Additional Skills

- Fluent in Gujarati; positive attitude; team collaboration.

Certifications

- Google IT Support Certificate
- Microsoft Office Specialist (Word, Office 2016)