# Justice Phan justicequyphan@gmail.com

#### **EDUCATION**

# **Certificate - Full-Stack Web Development**

**January 2020 - April 2020** 

Continuing and Professional Education , The University of Arizona, 1955 E. 6th Street Tucson, AZ 85721-0184

### **Bachelor of Arts - Business (Communication)**

August 2014 - December 2018

W. P. Carey School of Business, Arizona State University, Tempe, AZ 85281

Awards: New American University Scholar - Provost's Award

Completed 122 credits towards a Bachelor's Degree

## Skills

- Javascript
- HTML
- CSS

 Planning of large-scale events with focus on eSports events

#### PROFESSIONAL EXPERIENCE

#### **US Operations Director**

May 2018 - Present

IntercollegiatE-Sports Network, Inc. DBA Dreamleague Gaming, Pasadena, CA

- Established large scale events at major conventions and universities (Ex. SXSW Gaming/Anime Expo '18/'19)
- Planned events at universities with community and administration support
- Aided in creation of marketing materials (print/digital) for distribution

## **Desert Region Manager**

March 2017 – May 2018

IntercollegiatE-Sports Network, Inc. DBA Dreamleague Gaming, Pasadena, CA

- Maintained relations with universities in the region
- Setup events at universities with club and administration support

# **ETS Classroom & Lab Support**

**September 2016 – May 2018** 

Arizona State University Engineering Technology Services, Tempe, AZ

- Monitored labs open to student use
- Performed maintenance on labs and classrooms
- Provided support for software on computers

# **Accounts Payable Intern**

December 2015 – August 2016

Microchip Technology Inc., Chandler, AZ

- Processed airfare, car rentals, and hotel bills
- Entered freight transactions alongside month-end accrual
- Ran weekly check runs to pay vendors

## **Community Assistant (CA)**

**August 2015 – May 2016** 

Arizona State University Residential Life, Tempe, AZ

- Organized events with fellow staff members for residents to foster academic and social growth.
- Enforced student code of conduct on campus and in residence halls.
- Mediated conflicts between residents.

## **Communications Assistant - SBHSE**

November 2014 – August 2015

Arizona State University - Tempe Campus - Engineering Center G Wing, Suite 334

- Maintained School of Biological and Health Systems Engineering (SBHSE) website with updates
- Created new faculty websites based upon faculty request
- Organized files based upon account and fiscal year