

INFORMATION TECHNOLOGY INTERN

Professional Profile

To obtain a full time in the Entry Level Information Technology Management field where I can utilize my education to contribute to company's operations and learning opportunities where I can maximize my skills, and advanced training development.

Qualifications

Microsoft Word, Power Point, and Excel

Experience

10/2014 to 05/2015

Company Name - City , State

- Provided assistance to students with weak study areas.
- Analyzed students in acquiring better understanding of specific weak areas within American Sign Language (ASL) courses.
- Contributed students to improve their ASL receptive and expressive skills.

06/2012 to 08/2012

Information Technology Intern Company Name - City

- Participated in human and technology interaction management with supervisor.
- Developed an interface between website and databases via Excel that allowed House of Representatives and Senators more effective and easier access to information.
- Completed several workshops and lectures about the history of the Library of Congress.

02/2012 to 08/2012

Media Student Assistant Company Name - City

- Set up and maintained the Computer Aided Real-Time translation (CART) system in classrooms and various locations around campus, when needed.
- Assisted staff, faculty and students on a daily basis with equipment repairs, customer service and technology problems.
- Verified that each classroom had the appropriate equipment and technology needed for success daily.

Education

December 2016

Information and Technology Management American Sign Language Bloomsburg University of Pennsylvania - City , State Information and Technology Management American Sign Language 3.35

Languages

Fluent in American Sign Language and English. Can navigate in multicultural situations.

Skills

American Sign Language, Excellent communication, customer service, databases, English, access, Excel, Power Point, Microsoft Word, works, problem solving skills, Real-Time, repairs, supervisor, translation, website, workshops

Additional Information

- Awards/Certificates: *Dean's list above 3.50 GPA Spring 2016*Bloomsburg University Career Intensive Boot Camp Spring 2016Activities/Communities: *Chi Alpha Epsilon Honor Society 2015 - 2016*Delta Alpha Pi Honor Society 2015 - 2016*Phi Sigma Pi National Honor Fraternity 2015 - 2016*Signify Club President 2015 - 2016*Delta Sigma Phi Fraternity Brother 2012