

## NIKKITA KUMAR

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## EDUCATION

### The University of Texas at Dallas

*B.S., Supply Chain Management & Information Technology Systems*

December 2017

**GPA 3.57**

## WORK EXPERIENCE

### Sora Medical Clinic– Plano, TX

May 2016- August 2016

*Marketing and Operations Intern*

- Managed the marketing of the online website and advertising material
- Conducted a website redevelopment haul of website to enhance user experience and increase patient flow
- Reorganized Google AdWords account in order to better enhance SEO

### Multicultural Center– Richardson, TX

May 2015- May 2016

*Multicultural Peer Advocate*

- Coordinated over 30 campus wide events for students, staff, and faculty
- Managed monetary budgets averaging \$2,000 to effectively satisfy funding demand for events
- Served as a liaison for the department and advised over 300 students about campus locations and programs
- Collaborated with over 20 students organizations and departments to produce successful events
- Researched and developed marketing strategies to promote cultural programs across campus

### Paciugo Gelato and Café- Frisco, TX

December 2012-September 2014

*Cashier and Customer Service Representative*

- Balanced a cash drawer containing daily sales of \$1,000 on average to determine profit and necessary cash on hand with 100% accuracy
- Trained two new employees by showing how to serve customers, count the drawer, and close the shop
- Recognized by supervisor and 7-10 customers monthly for efficient customer service

## LEADERSHIP EXPERIENCE

### Hallyu

August 2014 – Present

*Treasurer*

- Managed monetary budgets averaging \$600 to effectively
- Organized two fundraisers with an average of \$250 in net profits
- Collected member dues, club funds, made appropriate transactions, and maintained accurate financial records

### Career Management Center Leadership Council

*Council Member; Content Development Member*

August 2015-Present

- Organized five resume review sessions and reviewed over 50 students' resumes and gave appropriate feedback
- Collaborated with 20 other students to create various networking events, career workshops, and career coaching programs for students

## ORGANIZATIONS

JSA (Japanese Students Association)

August 2013-Present

HSA (Hindu Students Association)

August 2013-Present

CSA (Chinese Students Association)

August 2015-Present

The UX Club

August 2016-Present

## TECHNICAL AND LANGUAGE SKILLS

*Technical:* MS Office, Prezi, Wordpress, Weebly, Canva, Project Management, Trello, HTML CSS & Javascript

*Languages:* Conversational Spanish, Conversational Hindi

*Eligibility:* (USPR) Eligible to work in the U.S. with no restrictions