

**Stanley Tu**  
(346) 308-3725  
stanleytu1995@hotmail.com

## EDUCATION

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C. T. Bauer College of Business, University of Houston, Houston, Texas  
Bachelor of Business Administration in Management Information Systems, Fall 2017  
Emerging Leaders Academic Success Program Certificate  
Ted Bauer Leadership Certificate  
**Management Information Systems G.P.A.: 3.8325, Cumulative G.P.A.: 3.33**

## EXPERIENCE

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White Tiger Tae Kwon Do School, Houston, Texas June 2012 – Present

### **Instructor**

- Train students in Tae Kwon Do from ages 5 to 18, averaging 25 to 30 students per class
- Provide 1 on 1 introductory lessons to new students
- Sign up on average 4 students a day for trial program (on average 2 students a day for our program renewal or registration)
- Track attendance and progress of 274 students
- Teach 12 different martial arts curriculums on a daily basis
- Familiarize new employees with the martial arts curriculum

United States Marine Corps Reserves, Ellington Field, Texas

June 2013 – Present

### **Maintenance Management Specialist**

- Reconcile and validate reports from equipment and weapons database (GCSS) to equipment on site
- Manage database of weapon and equipment ownership using Excel
- Account for over \$10,000,000 dollars of weapons and equipment
- Help unfamiliar Marines learn how to properly use GCSS

## ACADEMIC PROGRAMS/ACTIVITIES

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### **Management Information Systems Student Organization**

#### **Operations Officer**

May 2016 - Present

- Coordinated with Corporate Relations and Vice President of Finance to plan the budget of \$3900 and food for 14 professional meetings and 1 career mixer.
- Lead Operations Committee to make sure professional meetings run smoothly

#### **Operations Committee Member**

September 2015 – May 2016

- Worked with the Operations Officer to organize over 10 professional meetings

### **Ted Bauer Leadership Certificate Program**

#### **Participant**

September 2015 – May 2016

- Took part in numerous leadership workshops such as public speaking, professionalism, ethics, and team dynamics
- Impacted the community by actively volunteering in events throughout Houston

#### **Peer Advisor**

September 2016 – Present

- Coordinate with the program manager to run 18 leadership workshops
- Plan 12 hours of community service opportunities with various organizations

### **Leadershape**

January 2016

- 1-week long leadership seminar focusing on discovering the power of community, how you fit into a team, vision creating, emotional intelligence, active listening, and living with integrity and ethics

## SKILLS

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Microsoft Excel, PowerPoint, Word, Java, SQL, Access, SSH  
Fluent in English and Cantonese