

# Anita Kraus

St. Louis, MO (636)-751-9539 anitakraus44@outlook.com

## Qualification Summary

Knowledgeable and results-driven Technical Intern with a quality-focused approach to solving complex technical issues. Skilled in networking, system management, and web development. Demonstrates excellent communication and analytical abilities with a commitment to professional growth.

## Career Goals

Passionate about web development and continuously expanding my technical skills, I aspire to contribute to a company that fosters growth, collaboration, and innovation. I am eager to join an organization where teamwork, problem-solving, and a strong sense of community mirror the camaraderie and dedication I experienced in my sports years, a place that truly feels like home. My goal is to apply my technical expertise while continuously learning and evolving within a supportive and driven team environment.

## Professional Experience

### Intern – Help Desk

#### Hannibal-LaGrange University IT Office

*August 2024 – December 2024*

- Fixed connectivity issues in camera systems, Ethernet ports, and surge protectors.
- Gained experience with Power over Ethernet (PoE) and network setups.
- Designed and managed SharePoint sites, including templates and widgets

### Intern – IT Department

#### Lou Fusz Automotive Network

*May 2023 – August 2023*

- Designed and managed web pages for various automotive brands, improving customer usability and site aesthetics.
- Created engaging and user-friendly sites, boosting site productivity and customer interaction.

### IT Intern

#### Lanter Delivery Systems, LLC

*June 2022 – July 2022*

- Supported the IT team by developing research material for implementation in key projects.

## Volunteer

### Girl Scouts of Eastern Missouri

*July 2022 – August 2022 & July 2023 – August 2023*

- Assisted with event management, ensuring smooth operations and positive attendee experiences.
- Mentored and oversaw participants in competitions, fostering teamwork and leadership skills.

## HR Intern

### Logistics Administrative Solutions

*July 2021 – August 2021*

- Contributed to the successful implementation of Paylocity software.
  - Conducted data cleanup and updated permanent employee files.
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## Education

### Hannibal-LaGrange University

*Bachelor of Science: Information Systems, Computer Science*

*August 2022 – May 2025*

### Quincy University

*Transferred: Computer Science*

*August 2021 – May 2022*

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## Competencies and Technical Skills

- **Programming Languages:** HTML, CSS, Python, JavaScript
  - **Technical Proficiencies:** Networking, Cybersecurity, Microsoft Office Suite, Visual Studio
  - **Soft Skills:** Time Management, Peer Support, Adapting to Different Learning Styles
  - **Other Expertise:** Hardware and Operating Systems, SharePoint, Project Management
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## Key Achievements

- Delivered a well-received Lunch and Learn presentation on Network Automation, showcasing advanced IT strategies and tools.
  - Successfully improved SharePoint site functionality, enhancing departmental collaboration across campus
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## References

1. Michelle Todd, Ph.D
  - Email: [mtodd@hlg.edu](mailto:mtodd@hlg.edu)
2. Daniel Hurst
  - Email: [dhurst@hlg.edu](mailto:dhurst@hlg.edu)
  - Phone: (573) 629-3215
3. Ron Haye
  - Email: [ron.haye@hlg.edu](mailto:ron.haye@hlg.edu)
  - Phone: (573) 406-2475