

Owen G. Williams

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Summary

An enthusiastic college student studying MIS with former roles as a Teacher Assistant along with a diverse customer-facing experience eager to transition into an internship role. I have built communication and coordination skills from roles in assistant and coordination positions. Strong background in operations, planning, and guidance, such as teaching design and programming. Aims to utilize these abilities to effectively manage projects from inception to completion.

Education

Western Washington University

Business Administration: Management Information Systems. Minor: Business Analytics

Sep 2023 – Present

San Jose State University

Business Aug 2022 - May 2023

Work Experience

Romes Grocery

Store Clerk, Barista

Bellingham, WA

October 2024- Present

Heritage- Restaurant and Bar

Busser, Host, Bar Back

Woodinville, WA

Jun 2024 - Sep 2024

- Focused on creating a friendly and welcoming environment in a fine dining setting
- Helped facilitate store take-out deliveries
- Catered for Chateau Ste. Michelle for 400 people worked as a line cook

Pump it Up

Attendant, Coordinator, Supervisor

Kirkland, WA

Jun 2022 - Sep 2023

- Ensured the safety of guests of all ages through diligent oversight.
- Led events by delivering announcements and organizing guest activities.
- Communicated effectively with customers to provide excellent service.
- Managed front desk operations efficiently, overseeing guest inquiries and assisting with scheduling.

DigiPen Institute of Technology

Teacher Assistant

Redmond, WA

Jun 2021 - Aug 2021

- Assisted in teaching students design, basic coding, and animation concepts.
- Evaluated and provided feedback on student work quality, ensuring alignment with assignment standards.
- Tracked student progress and helped implement strategies for improvement.

Organizations

- **Competed in San Jose State University Competitive Mock Trial AMTA**
(American Mock Trial Association) team winning 4x Outstanding Witness awards in Las Vegas NV and Fresno CA.
- **President for Management Information Systems Association Club**
- **Public Relations Officer for Management Information Systems Association Club**
Role includes emailing faculty and students about upcoming meetings, creating infographics, and connecting with faculty and business professional alumni
- **WWU Running Club Member**
Taught other members good running habits and setting athletic goals

Skills & Proficiencies

- **Skills**
Communication, sales, marketing, technologically savvy, creative, teamwork, adaptability, openness
- **Proficiencies**
Excel, Word, PowerPoint, Access, Power BI, R (programming language), Visual Basic.NET, Visual Analyst, Python

