Sydni Curry

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# SKILLS

* Strong critical thinking and problem-solving skills, and prudent judgment
* Ability to collaborate with and inspire colleagues
* Ability to swiftly address and organize complex and abstract problems
* Excellent leadership, communication, troubleshooting, time management, customer service, and computer skills
* Proficient in Microsoft Office: MS Word, PowerPoint, Excel
* Ability to perform administrative duties: data entry, filing, sorting, answering phones, greeting customers
* Experience with C++, Java, JavaScript, CSS, HTML, SQL, and Project Management

# WORK EXPERIENCE

## U of A Division of Agriculture | Little Rock, AR (February 2020- Current)

Technical Assistant I

• Responding to service requests via Bomgar, phone, email, or in person.

• Providing technical assistance for questions and problems.

• Resolving problems with local networks and other computer systems.

• Computer and software support.

• Installing or changing software to fix issues.

• Resolving issues with printers, copiers and scanners.

• Diagnosing system errors and other problems.

• Following up with customers to ensure full resolution of issues.

• Provide assistance with user account management, making sure to adhere to all security policies and maintaining account security.

• Accurately recording, updating and documenting requests using the IT Call Center ticket system.

• Assist with State Office networking tasks as assigned.

• Help with website and web application programming as requested.

• Maintain excellent verbal communication skills with the ability to communicate effectively with technical and non-technical colleagues at all levels in the organization.

• To be a highly motivated team player with the skills and ability to manage changing priorities.

• Undertaking other duties not specifically stated which, from time to time, are necessary.

## Children’s International | Little Rock, AR (June- July 2019)

Group Leader

* Lead 20-25 students elementary and/or middle school students per assigned group through daily camp proceedings.
* Manage mealtime, recess, transition, as well as field trips.
* Support instructors during skill-sessions in Theatre, Music, Scripts, Poetry, etc.,
* Will be trained in camp processes, life-skills, and group facilitation.
* Assist with program administrative duties such as collecting attendance and check-in/out process.
* Support special program activities such as parent events and end-of-camp showcases, among others.
* Act as a role model and mentor to children.
* Supervise children in large and small groups and individually.
* Be actively always engaged with students

## Club Eco | Stephens, AR (June- August 2016)

Summer program for children that provides breakfast and lunch meals, along with recreational activities.

Activity Assistant

* Overseeing youth activities and meal service at summer recreational program for over 50 youth at City of Stephens, AR
* Managed finances and stock for a small candy store for children

# VOLUNTEER EXPERIENCE

## Club Eco | Little Rock, AR (August 2018-present)

Volunteer with USDA meal service provider in meal prep and overseeing youth activities; accompanying youth to cultural activities

# EDUCATION

## The University of Arkansas in Little Rock | Little Rock, AR (Expected Graduation Fall 2020)

Bachelor of Information Science | Cumulative GPA: 3.0

* Minor in Innovation and Entrepreneurship
* Completed coursework in Programming 1 & 2, Web Technologies, Database Concepts, System Analysis and Design, Accounting 1, Principles of Marketing, and Principles of Management

# Camden Fairview High School | Camden, AR (Graduation May 2017)

# References

* Susie Marks | Colleague

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