**Trisia Baltazar**

5432 Bannon Crossings Drive – Louisville, KY 40218 – C: (502)533-8435 – trisiambaltazar@gmail.com

February 21, 2019

9960 Corporate Campus Drive Suite 2000

Louisville, KY 40223

To Hiring or Staffing Manager:

I am extremely interested in your opening for Business Transformation Team Trainee. I have a strong interest in applying my skills to developing and improving my analytical abilities. I believe that I could make a great impact as a member of your company.

My coursework in Computer Information Systems and outside work experience makes me a great candidate for this position. My resume highlights my recent internships and my leadership role in a recent class project in a team of Junior Business Analysts. I have also worked with SQL Server, MS Access and Excel. I am currently working with PowerPivot and Power BI with my current internship and would love to learn more about these tools. I also have experience in a professional work environment and have been exposed to working with teams and clients for a specific task.

I am looking forward to meeting with you about this position. Thank you for your consideration and time.

Sincerely,

Trisia Baltazar

University of Class of 2019

**Bradley James Burke**

110 Running Creek Ct. Shepherdsville, KY 40165 – C: (502)428-7886 – bradley.burke@louisville.edu

**Summary of Skills**

* Proficient in MS Suite
* Proficient in SQL, JS, C#
* Proficient in SQL Server Integration Services **(SSIS)**
* Analytical and Detail Orientated
* Technical Proofing
* Business Analysis
* Experienced Microsoft CRM Administrator
* IT Quality Assurance/ Testing
* Skilled in SQL Server Report Services **(SSRS)**
* Project Management
* Proficient in Agile Methodology

**Education and Coursework**

* ***University of Louisville*** 
  + Bachelor of Science, majoring in Computer Information Systems

Expected graduation May 2019, GPA 3.48

Relevant Coursework: CIS 100, CIS 150, CIS 300, CIS 199, CIS 310, CIS 320, CIS 350, CIS 481 and all Business Gen. Ed.

* ***Saint Francis DeSales High School*** 
  + Graduated May 2015, GPA 3.50

**Work History**

* **KFC YUM! Brands**
* **Software Development Intern** *March ’17- Current*

Software Developer and Website Support Team Member

* ***UofL Department of Environmental Health and Safety***  *Jan ‘16- March ‘17*
  + **Student Assistant**

Fit Test Operator, OSHA Incident Tracker, Fume Hood Investigator, and Hazardous Material Technician (Certified by Kentucky Fire Commission)

* ***Price Less Foods*** *June ‘14- Jan ‘16*
  + **Cashier/ Dairy- Frozen Clerk**

**Scholarships, Awards, and Honors**

* ***Jamie Parsley Foundation Scholarship*** (Four Year Scholarship)
  + Awarded to five high school seniors based on GPA and extra- curricular activities
* ***Continuing Student Academic Commonwealth Scholarship*** (Four Year Scholarship)
  + Awarded for outstanding academics
* ***Dean’s List***: Fall 2015, Spring 2016, Fall 2016, Spring 2017, and Fall 2017
* ***National Society of Collegiate Scholars:*** Inducted in June 2016

**Volunteer Activities**

* *Americana Community Center*
* *WHAS 11 Crusade for Children*
* *Build- A- Bed Foundation*