

IT Project Support Intern IT Project Support Intern IT Project Support Intern Conway, PA Dedicated college student working towards completing a B.S. in Information Sciences and Technology and actively seeking challenging work opportunities to build my career in digital world by leveraging my knowledge and skills in the field.      Core Strengths   ? Learning new technologies quickly and efficiently   ? Committed to high performance   ? Thrives in fast-paced, challenging environments   ? Project planning and management   ? Strong Management and organizational experience   ? Good communication and interpersonal skills Work Experience IT Project Support Intern GNC May 2018 to August 2018 Communicate with Project Management team   ? Coordinate projects using PMO tools   ? Research and present findings to supervisor(s)   ? Assist in implementation of new tools   ? Assist in training of new tools   ? Drafting of documentation Assistant Store Manager Pacific Sunwear November 2015 to August 2017 Managing customer expectations and concerns.   ? Managing communication with Store Manager, as well as District Manager and lower level employees   ? Organizing and imparting training on new employees   ? Started as seasonal employee was promoted to a permanent job as sales associate   ? Promoted twice within 15 months to first a Sales Lead and then to the Assistant Store Manager Education Information Sciences and Technology The Pennsylvania State University May 2019 Skills Technical Support, Active Directory, Windows Links <https://www.linkedin.com/in/cjp5604> Additional Information Technological Skills   ? Proficient in Microsoft Office Suite tools   ? Intermediate skills in Eclipse   ? Basic skills in Tableau   ? Basic skills in Java and Python   ? Basic skills in C# coding language

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