Ai-Quynh Bui

she/her/hers | (612) 707-4531 | a.qvbui@gmail.com | www.linkedin.com/in/ai-quynh-bui

EDUCATION

University of Minnesota, Twin Cities   Minneapolis, MN
College of Liberal Arts, University Honors Program, Spring 2023 Dean's List   expecting graduation May 2026
Bachelor of Science in Technical Writing and Communication, subplan in information technology and design
GPA: 3.7
Relevant Coursework: Introduction to Technical Writing, Writing Arguments, Electronic Media Production, Business Statistics in R

freeCodeCamp   October 2021 - present
Learning responsive web design, UI/UX principles

North Hennepin Community College   Brooklyn Park, MN
GPA: 4.0   September 2020 - May 2022
Relevant Coursework: College Writing I, College Writing II, Introduction to Creative Writing, Introduction to Writing Nonfiction/Memoir

PROFESSIONAL EXPERIENCE

Lavner Education   St. Paul, MN
IT Intern   June 2023 - August 2023
- Troubleshot technology issues with ten classrooms per week
- Performed hardware and software maintenance (e.g. cameras, student laptops, OpenShot, OBS)
- Software proficiencies: OpenShot, OBS, Sketchpad, Krita

Kappa Sigma Fraternity, Beta Mu Chapter   Minneapolis, MN
Photographer, portfolio available   September 2022 - Present

Step By Step Montessori Schools–Corcoran   Corcoran, MN
Teacher aide   June 2020 - Present
- Used strong communication skills to connect with over 100 students in varying age groups and assist them in their schoolwork
- Used time management and planning skills to facilitate 10-15 activity transitions per day
- Adapted to students' changing academic and emotional needs
- Kept up with fast-paced environment between various students and faculty, often split time between five classrooms

VOLUNTEERING

Minnesota State Bar Association   January 2023 - Present
High school mock trial judge

English as a Second Language Opportunity (ESLO)   October 2021 - January 2022
English-speaking volunteer

Great River Regional Library, St. Michael   St. Michael, MN
Library aide   June 2018 - June 2021

PUBLICATIONS

GEN-ZiNE, Issue 8   October 2021
"You, Me, and Us to Come: A Love Letter to My Younger, Queer Self"

GEN-ZiNE, online article   December 2020
"Graffiti: Incentive over Illegality"

SKILLS

- Productivity software
  - Microsoft Office (Word, Excel, PowerPoint, Outlook)
  - Google Workspace (Drive, Docs, Sheets, etc.)
- Graphic design, portfolio available
  - Adobe Suite (Photoshop, Illustrator, Lightroom, Acrobat)
  - Canva
  - Pixlr
- Coding languages
  - R in RStudio
  - HTML and CSS