

Ana M. Garcia

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PERSONAL SUMMARY

Detailed-oriented Computer Science graduate with experience supporting information systems, auditing data, troubleshooting technical issues, and improving data accuracy across multiple platforms. Skilled in documentation, SQL querying, process improvement, and cross-department communication. Strong interest in information systems and business application support.

EDUCATION

University of Texas-Rio Grande Valley

B.S. in Computer Science, GPA: 3.84/4.00

Edinburg, TX

May 2025

Relevant Coursework: Data Structures, Database Design, Software Engineering I/II, Web Development, Algorithms

SKILLS

- **Systems & Platforms:** PostgreSQL, pgAdmin, Banner, PowerSchool, Excel, Google Workspace, Git
- **Data & Reporting:** SQL (queries, joins, aggregations), Tableau, data validation, audits, reporting, dashboards
- **Technical:** SQL, Python, Java, Tableau, troubleshooting, data validation, documentation, reporting
- **Soft Skills:** Communication, confidentiality, organization, cross-functional collaboration

EXPERIENCE

CollegeCommunityCareer, Remote

January 2025 – April 2025

Data Intern

- Audited and standardized 2,000+ records to ensure data integrity across reporting systems.
- Consolidated multiple datasets into unified reporting structures, improving usability for stakeholders.
- Built Excel-based reports using formulas and validation rules to support operational decision-making.
- Collaborated with cross-functional staff to resolve data discrepancies and document reporting procedures.

IDEA Public Schools, Remote

June 2024 – August 2024

Student Information Systems Intern

- Maintained and audited enterprise SIS data for 300+ employees and students across multi-state regions.
- Verified enrollment, attendance, and scheduling data to ensure compliance with organizational requirements.
- Responded to internal user inquiries, troubleshooting data inconsistencies in PowerSchool and Excel.
- Assisted with documentation of SIS processes and supported system-wide data requests.

University of Texas-Rio Grande Valley, Edinburg, TX

Sept 2021– Sept 2022

WS Student Assistant – Undergraduate Admissions

- Verified and maintained admissions records in accordance with institutional data standards.
- Resolved duplicate and inconsistent records by cross-referencing multiple internal systems.
- Supported daily operations through accurate data entry, documentation, and confidentiality best practices.

PROJECTS

Equipment Scheduler System | React, JSX, SQL, HTML | github.com/elviamazora338/Senior-Project-2024

Developed a reservation system using React (frontend) and SQL (backend schema + queries). Implemented authentication, CRUD operations, and data validation.

Bias Detection in LLMs | Python, Pandas, Seaborn | github.com/BTT-Relativity1B/Main/tree/main

Built a data-processing pipeline to evaluate socioeconomic and gender bias in model outputs. Created visualizations and documentation of findings.

LEADERSHIP EXPERIENCE

Break Through Tech, Fellow

May 2024 – April 2025

Selected from 3000+ applicants for the Break Through Tech AI Program at Cornell Tech.

- Participant in 12-month long program including Machine Learning Coursework with Cornell faculty, experiential learning experiences, and mentorship from industry professionals.