Ariana Kha

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EDUCATION

Rutgers University, New Brunswick, New Jersey *Sep. 2019 - May 2023*

B.A.: Information Technology and Informatics major, Human Resources Management minor *GPA: 4.0/4.0*

Honors: Dean's List, SAS EOF Academic Performance Scholarship, Godwin Elmer Endowed Scholarship

SKILLS / INTERESTS

Languages: English (Fluent), Cantonese (Native/Conversational), Mandarin (Conversational)

Skills: Microsoft Suite, Google Apps, Procreate, Figma, Webflow, HTML, CSS, Python, Agile, Azure DevOps, Miro, Power Bi, GitHub

Interests: Psychology, Crafts, Art, Color Theory, Dance, Poetry, Architecture, Data collection/visualization, Sudoku, Jigsaw puzzles

WORK EXPERIENCE

MetLife | Project Management Intern *May 2022 - Aug. 2022 | NC*

Technologies: Miro, Azure DevOps, Power Bi, Excel, Agile

- Identified standardization challenges in 20% of ACTR program workstreams by conducting **user research** and **feedback sessions**
- Strategized and transformed 3 main challenges by consulting with Release Train Engineers and Senior Leaders
- Studied **Agile methodology**, **Azure DevOps** tools, and **Miro** in 3 months by shadowing Scrum Masters in **Agile ceremonies**
- Streamlined MetLife's Waterfall to Agile migration by developing a **playbook** that reconstructs international program processes

Rutgers Office of Information Technology | Technology Consultant *Aug. 2021 - Present | NJ*

Technologies: Papercut, Icinga, Cloud Admin Tool, ServiceNow, Microsoft Office, NetID Management

- Created a technologically efficient environment for 60k+ patrons by cooperating with fellow consultants to diagnose, troubleshoot and solve issues in networking, programs, and viruses, serving across 19 computer labs

Miller Center of Public Affairs (Pandemic Task Force) | Researcher *Jun. 2021 - Feb. 2022 | NJ*

Technologies: Excel, Canva, UMN, BLS, CDC, JHU, FactBox, ALICE

- Conceptualized COVID-19 impacts on U.S. states in a team by synthesizing data in **Excel** from 10+ medical and federal sources
- Developed, published, and presented dashboards to 50 U.S. state governors after analysis of each state's response to COVID-19

PROJECTS (more details on arianakha.github.io)

MetLife - Innovation Challenge *May 2022 - Aug. 2022*

Technologies: Figma, Microsoft Office

- Developed a project in a cross-functional team solving HR challenges by reducing onboarding time for managers by over 50%
- Created a **Figma wireframe** that uses machine learning to automate task assignments and schedules for new hires' respective roles
- Selected as one of the top 3 finalist groups of 11; Constructed the final model and presented it to MetLife stakeholders

Personal - Website *Apr. 2022 - Aug. 2022*

Technologies: HTML, CSS, Webflow, Figma, GitHub

- Utilized design languages and platforms to develop a website hosting blogs, and personal, academic, and professional projects

MIT Hackathon - COVID-19 Mobility Tracker *May 2021*

Technologies: Python, Flask, Plotly, Google Maps API, Microsoft Office

- Collaboratively developed interactive COVID-19 map quantifying hotspots with Flask, Python, Plotly, and Google Maps API
- Researched metrics and varying epidemiology models; Evaluated the feasibility of each model by applying relevant variables

LEADERSHIP

Rutgers Cantonese Club | *Intern, Social Chair, President* *Oct. 2020 - Present*

- Led and delegated a board of 15, driving over a 65% increase in attendance and social media presence since 2020.
- Hosted strategic collaborations, reallocated finances, redefined marketing strategy and reconstructed the leadership model
- Spearheaded bi-weekly, Cantonese-based events for 200+ attendees by defining club vision, planning, and hosting retrospectives

Rutgers Women in ITI Org. | *Events Committee, Internal Affairs Director, Events Director* *Oct. 2020 - Present*

- Hosted panels with enterprises such as Meta and Google and drove technical workshops for 400+ members by coordinating with a cross-functional team of 16 to conduct iterative planning sessions, and execute a vision. Received 'Revolutionary Award'