Aysha Mukhtar

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EDUCATION

CUNY Queens College   *Graduating December 2025*
BA in Computer Science

SKILLS

Languages: Python, JavaScript, C++, SQL, HTML, CSS
Software Applications: Microsoft Excel, Microsoft Word, Microsoft Powerpoint, Google Sheets

EXPERIENCE

M&M Burgers Inc. DBA Checkers   **January 2022 - Present**
Payroll Administrator   *Bronx, New York*
• Process and manage weekly payroll for 20+ employees, ensuring accurate wage calculations and timely payments
• Maintain detailed Excel spreadsheets for tracking hours, deductions, and overtime, improving efficiency in payroll processing
• Ensure compliance with payroll regulations and tax requirements, reducing errors and discrepancies

Ulta Beauty   **December 2021 - August 2024**
Beauty Advisor   *College Point/Garden City, New York*
• Provided personalized customer service to 50+ customers per shift, leading product demonstrations that boosted sales by 15% for featured items
• Processed 150+ transactions daily using POS systems, developing troubleshooting and software handling skills applicable in tech settings
• Maintained detailed knowledge of 100+ beauty products, advising customers on skincare, cosmetics, and hair care solutions tailored to their needs

Muslim Student Association Tech Team   **August 2022 - June 2023**
Web Developer   *Flushing, New York*
• Developed and maintained a dynamic website for the organization, resulting in a 20% increase in user engagement and event registrations
• Collaborated with a team of 5 developers using GitHub for version control, conducting regular code reviews to maintain high standards and ensuring the accuracy of 100+ code commits
• Optimized website loading time by 30%, enhancing the user experience across devices by focusing on responsive design and efficient code practices

Google x Queens College Computer Science Summer Institute   **July 1, 2020 - July 30, 2020**
Software Development Program   *Flushing, New York*
• Completed an intensive four-week program, creating and deploying 20+ web projects with JavaScript and Glitch, gaining hands-on experience with front-end development
• Achieved an average project completion time of 1-2 days per project, demonstrating efficiency and adaptability in fast-paced development
• Collaborated in a team of 10+ participants, improving communication and debugging skills through both group and individual problem-solving tasks

LEADERSHIP EXPERIENCE

FANAA South Asian Fusion Dance Team   **August 2022 - June 2023**
President   *Flushing, New York*
• Led a team of 15+ dancers, organizing and choreographing performances for 5+ cultural events
• Increased team engagement by 80% through structured training sessions, social events, and skill-building workshops
• Managed event planning and fundraising, securing $1,000+ in sponsorships and resources to support performances and costumes

Pakistani Student Association   **August 2022 - June 2023**
Vice President   *Flushing, New York*
• Coordinated 6+ cultural events, including networking sessions, speaker panels, and community gatherings, increasing student participation by 90%
• Led marketing efforts through social media and campus outreach, growing membership by 80% within one academic year