

# Bisma Khan

## Summary

Highly organized, detail-oriented honors student with over 200 hours of volunteer service and a 4.0 GPA.

Experienced as a computer support assistant. Looking for an AI/Cybersecurity/Product Development internship in the Chicago area.


## Skills

- Microsoft Office
- Python, Java, C++, SQL
- HTML, CSS, JavaScript
- Operating Systems
- Network Administration
- Project Management
- Trello, Basecamp, GitHub, Wireshark
- Bilingual - Urdu & English


## Accomplishments

- Presidential Scholar at The College of Dupage
- Transfer Leadership Scholar at Illinois Institute of Technology
- Deans List for all semesters of University

## Contact Info

 773-972-3576

 bismak0220@gmail.com

 <https://bismak02.github.io/bismakhan>

## Education

- Illinois Institute of Technology      Dec. 2024  
| Bachelor in Information Technology Management  
| (Focus in Cybersecurity)
- College of DuPage      Dec. 2022  
| Associate in Science with Honors

## Work Experience

- Print Assistant - Library Computer Lab  
College of DuPage | Aug. 2021 - Dec. 2022
  - Guided students on the use of printing, copying, and electrical equipment.
  - Demonstrated proficiency in documenting and resolving technical challenges, including issues related to various university software, utilizing multiple communication channels, all while fostering a hospitable environment.
- Website Designer  
Qidwai Welfare Trust | Mar. 2020 - Jul. 2020
  - Developed and designed a website while fundraising \$20,000 for the construction of 40 wells for destitute parts of the world.
- Service Desk & Baking Volunteer (104 Hours)  
Elmhurst Hospital | Aug. 2018 - Mar. 2020
  - Facilitating individuals in reaching their designated destinations, using hospital computers, and addressing inquiries.
  - Preparing baked goods and distributing them to hundreds of patients and their families within the Family Birthing Center.
- Marketing Intern  
Blessed Bonds | Apr. 2019 - Jul. 2019
  - Spearheaded the development of company email campaigns aimed at expanding the organization's customer base.
  - Coordinated corporate events accommodating more than 200 attendees.

## Certifications

- Essentials in Cybersecurity by Microsoft  
| February 2024
- Essentials in AI by Microsoft  
| February 2024