Cassidy Nguyen

(346) 235-4201 | Houston, TX | nguyencassidy17@gmail.com | linkedin.com/in/cassidytnguyen

EDUCATION

College of Natural Sciences and Mathematics, University of Houston — Dec. 2025

Bachelor of Science in Computer Science, Minor in Mathematics

- Cumulative GPA: 3.91
- Relevant Coursework: Operating Systems, Computer Networks, Data Structures, Computer Architecture

EXPERIENCE

Safari Texas Ranch, Richmond, TX — June 2022 – Present

Catering Manager

- Orchestrate the planning and execution of over 120 weddings and company events ranging from 50-1200 guests, ensuring smooth operation and performance
- Provide exceptional customer service to clients and event attendees, responding promptly to inquiries and addressing concerns, fostering positive relationships and increasing ratings by 1 star on Google and Yelp
- Initiate audit framework by pinpointing areas for process optimization, streamlining data organization and analysis for over $400,000 in sales
- Manage event budgets of over $8,000 effectively, utilizing spreadsheet software and financial management tools to track expenses, negotiate contracts, and optimize resource allocation

Harris County Elections, Houston, TX — Oct. 2021 – Nov. 2021

Electronics Support Specialist

- Provided technical support for election equipment including Verity Controller, Touch Writer Duo, and Verity Scan systems, maintaining optimal functionality during elections and minimizing downtime
- Trained on various voter verification systems, guaranteeing adherence to legal identification requirements and smooth voter check-in processes for over 100 voters
- Facilitated the setup and operation of the BallotCall Max system to accommodate voters with accessibility needs

LEADERSHIP/EXTRACURRICULAR

Boys' and Girls' Clubs of America — Jan. 2019 – March 2020

Mentor/Volunteer

- Contributed over 30 hours biweekly, supporting youth development through educational and recreational activities
- Recruited groups of 20 volunteers to assist in leading after-school programs focusing on academic enhancement, arts, and sports, fostering a safe and supportive environment to over 40 children

Service for Humanity — Aug. 2018 – May 2022

President

- Led and mentored a team of 9 officers in managing club operations and events, achieving a 70% increase in participation and a 41% growth in membership compared to the previous year
- Collaborated with volunteer clubs of other schools and districts to create public service events for non-profit organizations, such as school-supply drives and can drives for the Houston Food Bank

Secretary

- Formulated and administrated comprehensive lists for a membership base of over 335 students, ensuring an up-to-date spreadsheet that tracked attendance and participation across more than 150 volunteering events
- Renovated the point system and optimized the data management spreadsheet to enhance user experience and automate calculation processes

ACCOMPLISHMENTS

Dean's Distinguished Scholars List (Fall 2022, Spring 2023) | CollegeBoard AP Scholar with Distinction Award (2022) | National Merit Commended Scholar (2021) | Youth in Philanthropy Scholarship (2021) | Youth Expanding Services Award (2021)

TECHNICAL SKILLS

Languages: C/C++, Python, Java, R, JavaScript, HTML/CSS
Framework and Libraries: React
Developer Tools: Git, Visual Studio Code, Visual Studio