JENNIFER LEE

563 White Sox

Lane

Chicago, Illinois

60655

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MIOSHI

OBJECTIVE To obtain an entry level Computer Programmer, Information Systems Specialist, Software Design or related professional position in the Chicago metropolitan area.

SUMMARY Proficient in Visual Basic, "C++" and HTML programming. Ability to define objectives and develop strategies. Strong interpersonal and communication skills, self-motivated, flexible, practical and hardworking.

EDUCATION

Northeastern Illinois University Bachelor of Science in Computer Science Minor: Business Management

Chicago, Illinois completion date expected: May 2003 Overall GPA 3.2/4.0

•Financed 100% of education through part-time employment and student loans.

Related Courses

Artificial Intelligence Visual "C" Language using

Advanced Discrete Basic Unix

Assembler Compiler Theory Structures

Operating Systems HTML **Systems** Advanced COBOL Programming

Class Related Projects

Designed a subset of a PASCAL compiler

•Created a SIC assembler and link/loader

COMPUTER Languages: C++, Visual Basic, PASCAL, HTML, Assembler, SQL,

SKILLS Quick Basic and Turbo Pascal.

Operating

Systems: Windows XP/ME/98, Digital Unix 4.0 and Linux 6.0

Application: Word Office Suite2002, Excel, PowerPoint, Access,

Microsoft Works, Corel Flow, Page Maker, Multiplan and

Acrobat.

EMPLOYMENT Northeastern Illinois University Chicago, Illinois

<u>Computer Lab Assistant</u> 2001 to present (part-time)

•Assist students, faculty, and staff using different software applications

Johnson & Elbe Corporation Chicago, Illinois

<u>Junior Clerk</u> - Human Resources 1998 to 2000(part-time)

•Calculated payroll discrepancies using Excel

•Maintained employee records using Borg 7.0 human resources software

•Investigated and resolved employee/contractor payroll problems

MEMBERSHIPS

Mid-Western Society of Computer

Programmers
Student Member

2000 to present

ACTIVITIES Northeastern Illinois University

Alpha Delta Omega Sorority 2001 to present