

Glenda Garcia

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Education

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| Nova Southeastern University | Graduating May 2023 |
| <ul style="list-style-type: none">▪ Bachelor of Science in Computer Science▪ GPA: 3.90▪ Minor: Mathematics▪ Courses Taken: Fundamentals of Computer Programming, Software Engineering, Networks and Data Communication, Data Structures, Computer Organization and Architecture, Advanced Computer Programming | |

Professional Experience

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| Top Tracking System LLC | October 2019 - Present |
| <ul style="list-style-type: none">○ General Office Assistant Worker<ul style="list-style-type: none">▪ Provided outstanding customer service▪ Promoted customer loyalty and consistent sales by delivering friendly service and knowledgeable assistance▪ Stock, update and organize inventory in the company’s system▪ Issued and processed payments | |

Professional Skills

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| ▪ Microsoft Office Specialist | Expert |
| ▪ Organization Skills | Expert |
| ▪ Customer Service | Expert |
| ▪ Teamwork | Expert |

Skills and Certifications

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| <ul style="list-style-type: none">▪ Languages: English (Fluent), Spanish (Native)▪ Computer Languages: Python (Intermediate), Java (Beginner), C++ (Beginner), C# (Beginner), HTML (Intermediate),CSS (Intermediate), Microsoft SQL Server(Beginner)▪ Certifications:<ul style="list-style-type: none">○ Microsoft Office Specialist Excel 2016○ Microsoft Office Specialist Word 2016○ Microsoft Office Specialist PowerPoint 2016○ Professional Sharks Program | |
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Organizations & Campus Involvement

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| <ul style="list-style-type: none">▪ ACM (Association for Computing Machinery)▪ Women in STEM<ul style="list-style-type: none">○ Vice President and Treasurer of the club▪ LASA (Latin American Studies Association)▪ 2nd Annual EmpowerFL Conference | |
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Academic Projects

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| Nova Southeastern University | October 2020 – December 2020 |
| <i>FilterX</i> | |
| <ul style="list-style-type: none">▪ Designed a computer application in the form of a GUI using Python in a team of 3 people.▪ The app provided colorful filters and a fun way to take pictures with friends. | |
| <i>Deliciousness</i> | March 2021 – Abril 2021 |
| <ul style="list-style-type: none">▪ Using the agile methodology, designed a web-based application in a team of 3 people.▪ C#, CSS, HTML5 and Microsoft SQL Server were the programs used for building a three-tier architecture website.▪ The web application allowed registered users to create, delete, and favorite recipes. Users were also able to see what others had posted. | |