

Jarron Nguyen

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EDUCATION

B.S, Computer Information Systems, Arizona State University, Tempe, AZ **May 2025**

- GPA: 3.90/4.00
- Notable Courses: Front End Development (HTML, CSS, JavaScript), Java and Python Web Development, Database Management, Agile Project Management

Minor, Film and Media Studies, Arizona State University, Tempe, AZ **May 2025**

PROFESSIONAL EXPERIENCE

Enterprise Data Management Intern, Shamrock Food Service, Phoenix, AZ **May 2024 – August 2024**

- Interned with Shamrock Food Service's Vendor Administration Team, focusing on the management of items and vendor data in their enterprise data management system.
- Audited 5,000+ items using Excel and Syndigo, correcting mislabeled attributes and improving data accuracy by 30%, reducing vendor-related errors in procurement workflows.
- Built a Power Automate + Document Intelligence system that reduced manual data entry time by **75%**, automating 100+ vendor contracts and increasing data reliability.

IT Consultant, Davidson Law Group, Scottsdale, AZ **January 2024 – February 2024**

- Automated categorization of 1,000+ email records and legal documents using Power Automate, cutting down organizational time by 40% for the legal staff.
- Recovered and organized over 50 GB of critical Outlook document files, restoring 100% of the firm's archived legal data.

Cost Accounting Intern, Align Precision, Tempe, AZ **June 2023 – October 2023**

- Worked under the plant's CFO to shadow accounting practices, gaining a better understanding of the business context for accurate data analysis reporting.
- Created 10+ financial dashboards with Excel, helping leadership identify a 15% variance in monthly cash flow and adjust spending strategies accordingly.

PROJECTS

Purple Peace Meditation App – Scrum Master **January 2025 – May 2025**

- Built a web app that allows users to meditate, customize their meditation, and track their meditation data such as meditation streak and mood over time.
- Led a team of 5 in daily stand-ups and retrospectives, reducing sprint blockers by 50% and increasing sprint velocity by 20% over 7 sprints.
- Utilized Jira daily to upkeep the scrum board and manage user stories to harbor a self-managed working environment.

Rockin' Business Challenge – Business Analyst **May 2024 – August 2024**

- Collaborated with a team of 3 developers and 2 analysts to implement a solution that automated 5 vendor contract processes, processing over 100+ contracts in total, enabling an estimated 50% faster onboarding cycle.
- Developed a process improvement project focused on automating manual data entry of vendor contracts within the Contract Administration team utilizing an A.I service called Document Intelligence and Power Automate.
- Excelled in a scrum environment, establishing relationships with Contract Admin to create meaningful stories and sets of acceptance criteria for the project's backlog issues to ensure clear requirements for the developers to follow.
- Built BPMN and sequence diagrams for the team to provide consistency in the coding architecture allowing for a more efficient process for the developers.
- Presented our projections to C-level executives ensuring time and monetary savings of 500 labor hours and \$10,000 in costs.

SKILLS

- Excel, QuickBooks, SQL, Entity Relationship Diagrams, Python, Java, HTML, CSS, JavaScript, Syndigo EDS and CES, Jira, Microsoft DevOps