

# JENNIFER PERO

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## **Objective:**

A junior computer science student looking for experience in data analytics and technical writing.

## **Education:**

### **Bachelor's in Computer Science – Wichita State University**

*August 2021-present (transfer student)*

- 3.814 GPA
- Honors College Student
- Graduating May 2024 or May 2025

## **Experience:**

### **Student Contractor – Ennovar**

*August 2021 – present*

- HR Compensation Support – Textron Aviation (*March 2022 – present*)
  - Assists Textron Aviation's Compensation Team with various tasks related to job descriptions and salary information.
  - Cleans and audits salary and employee data in Excel.
  - Approves Change of Status requests through Outlook.
- Level 1 IT Support Technician – Textron Aviation (*August 2021 – February 2022*)
  - Worked face-to-face with Textron Aviation employees needing IT support.
  - Documented the resolution process of each interaction via ServiceNow's ticketing tool.
  - Improved the visualization and structure of the Help Hangar ticket metrics in Google Sheets.

## **Skills and Knowledge:**

- Microsoft Office (Excel, Word, PowerBI)
- HTML and CSS
- Computer Programming (Python, C++, SQL)
- Git and GitHub
- Basic Linux and CMD commands
- Excellent oral and written communication

## **Certificates:**

- SQL for Data Science.
  - *Coursera, University of California-Davis, 2022*
- Learning Microsoft Power BI Desktop
  - *LinkedIn Learning, 2021*
- Introduction to Programming Using Python.
  - *Microsoft, 2020.*
- Introduction to Programming using HTML and CSS (Microsoft Technology Associate).
  - *Microsoft, 2019*