JENNIFER PERO

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Portfolio Website: jennycpero.rf.gd

Objective:

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

Education:

Bachelor's in Computer Science – Wichita State University
August 2021-present (transfer student)
- 3.822 GPA
- Graduating May 2024 or May 2025
- Relevant Coursework: Introduction To Programming, Object Oriented Programming, Engineering Probability and Statistics, Introduction to Digital Design

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.
  - Approves Change of Status requests through Outlook.
  - Cleans and audits salary and employee data in Excel.
- 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, 2019*