

Kevin Gallegos

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EDUCATION

C. T. Bauer College of Business, University of Houston, Houston, Texas

Bachelor of Business Administration in Management Information Systems

December 2021

Cumulative GPA: 3.22

- Financed 90% of educational expenses through employment

Lone Star College LSC – Kingwood, Houston, Texas

Business Associates of Arts Degree

August 2018

Cumulative GPA: 3.34

- Financed 100% of educational expenses through employment

ACADEMIC PROJECTS

H-E-B Partner Development Series / Career Development Series

May 2021

- Obtained knowledge on the core principles that H-E-B was founded on
- Modeled the H-E-B competency wheel becoming a role model partner in the process
- Presented my findings to my store General Manager to prove my understanding of the material

Reynolds & Reynolds Sponsored Project – Increasing Attractiveness of Job Offers to Students

Fall 2018

- As leader of an eight-person team, developed and led research about attitudes 300 Bauer students had towards current job offers, effectively developing a plan of action for Reynolds & Reynolds to better make job offers to students
- Analyzed results from 300 surveys, and justified points in our plan of action with data
- Effectively communicated with team members to develop a plan in increasing job offer attractiveness which would later be presented to Reynolds & Reynolds

EXPERIENCE

H-E-B

June 2019 – Present

Checking – Assistant Service Manager

- Supported partners in the checking process assuring quick service for patrons increasing store loyalty
- Advised partners in the store best practices upholding high hospitality standards in the process
- Delegated tasks to partners ensuring store operations ran smoothly effectively decreasing wait time
- Adapted in real time to the business needs and allocated human resources accordingly
- Monitored store vitals to keep a balance between our actual units and allocated hours

Bed Bath & Beyond

September 2018 – August 2019

Sales Associate – Freight

- Ensured outstanding customer satisfaction by assisting customer with their shopping needs leading to increased sales numbers
- Maintained contact with entire store ensuring that the store regular operations ran smoothly through the day increasing response time for every team

Schuff Steel, Humble, Texas

February 2017 – August 2018

Expeditor – Painter – Material Handler

- Facilitated coordination and communication between several large departments leading to an increase in production
- Processed chemicals from varying hazardous levels ensuring a safe working environment for coworkers
- Operated heavy machinery such as forklifts and cranes of various sizes guaranteeing a safe work environment

ACTIVITIES

Management Information Systems Student Organization, Operations Committee Member,

Spring 2019 – Present

- Actively participate in MISSO career development opportunities increasing my attractiveness to employers
- Interacted with professionals who help set goals for development
- Reviewed professional meetings held by MISSO to increase my hard and soft skills