

# Elizabeth M. Hoang

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## EDUCATION

### University of Georgia

*Bachelor of Business Administration in  
International Business & Management Information Systems;  
Korean Language and Literature Minor*

Athens, GA  
August 2022

Major GPA: 3.66/4.00;

Overall GPA: 3.73/4.00;

Gilman Scholar, Zell Miller Scholarship Recipient, Westside High School Valedictorian (Class of 2017)

## RELEVANT EXPERIENCE

### Financial Manager / IT Manager

#### *Pro Nails*

Macon, GA  
June 2017 – Dec 2021

- Monitored daily operations, including server hardware, software, and operating systems.
- Coordinated technology installations, upgrades, and maintenance.
- Custom-created a program for the business to calculate all costs and revenue.
- Computed and calculate employee paychecks bi-monthly.
- Prepared business activity reports, financial statements, and forecasts. -Ensuring financial and legal requirements are met.
- Found ways to reduce or maintain costs by studying financial reports and business processes.
- Analyzed market trends to discover business opportunities and maximize profits.

## RELEVANT COURSEWORK

### Network-Based App Development

Spring 2021

#### *MIST 4630*

- Developed websites utilizing HTML, CSS and created integrated applications within the websites using Java and SQL.
- Created an Amortization calculator website that takes inputted information and outputs a table of periodic payments taking account of the interest and principal.
- Hosted a SQL database using AWS RDS then implemented it on a HTML website that hosts and sorts the data using Java (JDBC) that connects it to the SQL database.

### International Marketing

Spring 2021

#### *MIST 4700*

- Created a Marketing Plan for brand Drunk Elephant to expand into the United Kingdom and South Korea.
- Analyzed the differences between the United Kingdom and South Korean cosmetic markets to determine the target consumers and create a recommended plan to expand into said markets.

### Systems Analysis and Design

Fall 2021

#### *MIST 4620S*

- Used Salesforce to develop and design an experience website that fulfills requirements set by the Terry Student Engagement Coordinator.
- Utilized a SCRUM/Agile environment with a team of 6 to develop the system and website.

- Created a website that centralized data storage, streamlined communication, hosted organization information and generate reports.

## **Advanced Data Management and Analytics** **MIST 5730**

Fall 2021

- Used Python to extract large and complex datasets and transform them into a comprehensive format.
- Created detailed reports from datasets and used data visualization to demonstrate the information visually.
- Used machine learning to predict the gaps in datasets to better interpret outcomes.

## **PROJECTS**

### **Portfolio**

July 2023

<https://liz9999.github.io/portfolio> - <https://github.com/liz9999/portfolio>

- Developed a visually appealing and responsive personal portfolio website using HTML, CSS, and ReactJs.
- Displays a clean, modern design that is optimized for various devices and screen sizes.
- Explore more of my projects and designs at the link above!

### **Discord Bot**

December 2022 - Present

- Using Python, extract data from a private forum to give real-time updates on the latest events and posts.
- Interacts with a mySQL database to store and update scheduling information received from the scraped data and/or input from users.
- Can receive user input (a link) to extract and format content (videos, images, text) from websites that don't have proper embed formatting.

## **VOLUNTEER EXPERIENCE**

### **Community Manager**

Online

#### **Discord Servers**

February 2019 – Present

- Helped establish multiple communities with over 60,000 members total.
- Created a safe space for people to communicate with one another.
- Created events for members to connect with each other.

### **English Tutor**

Da Nang, Vietnam

#### **Vietnam 2020**

January 2020 – October 2020

- Taught English to a few students aged 7-22 to help them better understand American English.
- Coached students to strengthen grammar, spelling, and essay writing skills.
- Shared instant feedback to promote memorization of the language.

## **SKILLS**

### **Language Skills:**

- Conversational Vietnamese
- Intermediate Korean
- Beginner Spanish

### **Technical Skills:**

- Programming Languages: SQL, Python, Java, HTML, CSS, Javascript, ReactJs
- Software: MS Word, MS Excel, Adobe Photoshop, After Effects, Final Cut Pro

- Operating Systems: Windows, MacOS
- 80 WPM on Mobile Device
- 115 WPM on Computer Keyboard