Meng Vang

Maplewood, MN

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Education

University of Wisconsin-River Falls (UWRF), May 2015

Bachelors of Science in Computer Science and Information Systems

The Association to Advance Collegiate Schools of Business (AACSB) Accredited

University of Minnesota-Twin Cities, October 2018

Coding Bootcamp, Full Stack Flex Program

Computer Software/Hardware Experience

- Proficient with Microsoft Windows XP through 10 and Microsoft Office Word, Excel, Access, and Powerpoint
- Familiarity with front-end technologies like HTML, CSS, Bootstrap, and Javascript/jQuery
- Create multiple web applications using back-end technologies, including APIs, Node.js, and Firebase
- Program with Java to build several desktop applications
- Utilize version control software (Github) with multiple team members to complete a project
- Install hardware and software on PC and Apple computers
- Diagnose computer hardware, software, and network problems by identifying the source of the problem

Work Experience

Contributing Editor and Senior Writer, Performance Computers, Inc   **November 2013 – Present**

- Review computer components, peripherals, and other hardware products
- Keep up to date with the latest computer hardware technology
- Apply front-end technologies to improve web pages
- Manage multiple articles through the update, review, and approval processes
- Provide technical review articles on a specific product
- Acquire product information using technical specifications and documented requirements
- Demonstrate knowledge in the product of topic

Data Entry Biller, Logistics Made Easy (LME)   **December 2016 – Present**

- Review bills before entering them into the database
- Assist other team members in entering data to sustain consistency
- Communicate with supervisor on invalid bills in order to correct them

Geek Squad Consultation Agent, Best Buy   **August 2015 – December 2017**

- Provided a helping hand to clients with their technological problems
- Created tags and service orders on defected desktops, laptops, phones, and tablets that needed repairs
- Built relationships with clients in order to gain their trust the next time they came in for a repair
- Developed solutions for the clients by problem-solving the source of the problem
- Assisted clients every step of the way, from installing a single software program or building a computer

Building Manager, University Center, UW-River Falls, WI   **May 2014 – May 2015**

- Monitored hundreds of students, visitors, and faculty members within a 147,000 square feet building
- Worked with the University Police Department to resolve minor accidents
- Maintained a safe environment for all campus students, professors, visitors, and faculty staff
- Collaborated with the Division of Technology Services to troubleshoot technological problems
- Answered phone calls with the desk assistant staff in order to satisfy the needs of customers

Student Custodian Lead Manager, University Center, UW-River Falls, WI   **September 2012 - May 2014**

- Trained 18 individual staff members to operate cleaning equipment to complete an assigned task
- Communicated with supervisor on a weekly basis to talk about new ideas and suggestions to improve the team
- Planned out weekly staff meetings with supervisor and managers to ensure staff members are doing their job