## Manoel Fangmo Djouokep

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#### **EDUCATION:**

University of Maryland, Robert H. Smith School of Business, College Park, MD Expected Graduation: May 2023

Major: Bachelor of Science, Information Systems

GPA: 3.58/4.00

#### **RELEVANT COURSES:**

• Objective Oriented Programming(Java) Managerial Accounting

• Financial Accounting

Statistics

• Business Information Systems(Excel)

### TECHNICAL/NON-TECHNICAL SKILLS:

JavaHTML

Javascript

Excel

CSS/SCSSFluent in French

React

#### **EXPERIENCE**

Academic Achievement Programs, College Park, MD Math Instructor September 2020 – Present

- Planned lessons and coordinate instruction of undergraduate Students.
- Students Math Placement Exam performance significantly improved by 40% from previous years.
- Communicated effectively with students while supervising and motivating them to solve math problems.
- Collected student performance and attendance data in Excel spreadsheets.

### Academic Achievement Programs, College Park, MD Office Assistant September 2019 – May 2020

- Used excel pivot table and functions to manipulate student data.
- Retrieved University of Maryland data to input and maintain in databases.
- Inspected inventory and matched receipts to different office accounts.

### IKEA, College Park, MD

Cashier

**June 2019 – September 2019** 

- Two-time employee of the week.
- Handled more \$15000 in cash and credit transactions daily during busy summer periods.
- Promoted from car loader to cashier within two weeks of joining IKEA due to friendly interactions with customers.

### TJ's Of Calverton, Beltsville, MD

**Busser/ Host** 

December 2017 - September 2019

- Oversaw training of 6 new bussers on restaurant floor.
- Communicated effectively to customers to meet their want and needs in a timely manner.
- Effectively answered telephone and took customer orders with attention to detail.

## **LEADERSHIP EXPERIENCE:**

# Academic Achievement Programs, College Park, MD Ambassador May 2020 - Present

- Assisted incoming minority undergraduate students in acclimating themselves to college life.
- Acted as a role model and motivated students to succeed in college.

#### Sigma Alpha Epsilon Fraternity, College Park, MD Diversity Chair October 2020 – Present

- Incorporated diversity and inclusion into the chapter's recruitment strategy to solicit new members.
- Prepared and presented items reinforcing diversity and inclusion to provide better understanding to chapter members.

#### **ACTIVITES/AWARDS:**

•	Code Black	Member	September 2019-Present
•	Smith Business Association	Member	September 2019-Present
•	<b>Business Information Technology Society</b>	Member	September 2019-Present
•	Dean's List	Recipient	December 2019