**MALVIKA** **CHAUDHARY**

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**OBJECTIVE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Bachelor of Science in Business Administration degree candidate concentrating in Supply Chain and Operations Management, minoring in Computer Science. Seeking Summer 2018 Internship in Management Information Systems as a Product Owner.

**EDUCATION**

**GEORGIA** **INSTITUTE** **OF** **TECHNOLOGY,** **Scheller** **College** **of** **Business** **Atlanta,** **Georgia** **Bachelor** **of** **Science** **in** **Business** **Administration** **May,** **2019**  Concentration: Supply Chain and Operations Management

 Minor in Computer Science, specializing in Information Internetworks and Data Science  Scholarship: HOPE Scholarship

**EXPERIENCE**

**CISCO** **Alpharetta,** **Georgia** ***Software*** ***Development*** ***Intern*** *May* *2017* *–* *Present*  Developed Stealthwatch product user-interface using Python, HTML, and CSS as well as engaging in LVA-Testing

 Wrote and executed test plans during agile product development using various IDEs and file repositories

 Updated Cisco’s internal webpages to reflect current products and plans, and set up a management system for constant

real-time updates

**GEORGIA** **TECH** **ATHLETIC** **ASSOCIATION** **Atlanta,** **Georgia**

***Peer*** ***Tutor*** *August* *2016* *–* *Present*  Worked with athletes based on their personal learning styles, varying amongst various teaching techniques

 Prepared lessons and learning plans for subjects such as Microeconomics, Macroeconomics, Introductory Computer Science, Business Analytics

**BCA** **LAW** **FIRM** **Norcross,** **Georgia** ***Paralegal*** ***Intern*** *May* *2013* *–* *August* *2016*  Worked with Search Engine optimization through keyword queries

 Conducted website improvements through updating content, graphics, and monitoring performance  Developed site content and create user friendly site navigation

 Managed the production of marketing materials, including leaflets, posters, flyers, and newsletters

**LEADERSHIP**

**PRIVATE** **TUTORING**

*Head* *Tutor* *in* *STEM* *AP* *courses* *August* *2014* *–* *Present*  Self-advertised private tutoring sessions through social media and flyers

 Recruited a client-base of 22 individuals needing help in STEM AP courses

 Mentor students, work with lesson plans and individual learning challenges, and lead each student to success in coursework

**MARKETING** **BOARD** **INDIA** **CLUB** *August* *2015* *–* *August* *2016*  Advertised events through social media, flyers, and held incentivized tabling for more exposure

 Fundraised over $18,000 by contacting companies for sponsorships and applying for grants  Served as liaison between event caterers, DJ, venue booking, and allocation of funds

**SKILLS/INTERESTS**

**Software:** **Finance:**

**IT** **Management:**

Object Oriented Programming, JAVA, Python, HTML, CSS, SQL, Excel (Advanced), Microsoft Office Balance Sheets, Statement of Cash Flows, Income Statements

Market Basket Analysis, Business Analytics, Data Analytics

**Communication:** Public Speaking, Technical Document Writing, Legal Document Writing, Grants, Presentations **Spoken** **Languages:** English, Hindi-fluent, and Spanish-business proficient

**MISC:** Swimming, Basketball, Competitive Dance, Cross Country