Michelle Moise

(954) 860-0347, michellemoise73@gmail.com, www.linkedin.com/in/michelleammoise

Education

Georgia Institute of Technology, Atlanta, GA   *Summer/Fall 2021 - Spring 2025 (Expected)*
- Computer Science
- OMED Challenge Student
- HOPE Scholar
- OMED Edge Mentee 2021-2022

Douglas County High School, Douglasville, GA   *May 2021*
- High School Diploma and International Baccalaureate Diploma
- Superintendent, International Baccalaureate, Board and Honor Scholar

Leadership

Douglas County High School, Douglasville, GA   *2018 to 2021*
- **Future Business of America** Secretary (2018-2020) and Vice President of Membership (2020-2021):
  Handles the membership recruitment and registration.
- **Becca's Closet** Secretary (2017-2019) and Vice President (2020):
  Co-managed all boutiques and aided customer's wants through the dresses and accessories accessible.
- **Student Government Association** Publisher/Club Historian (2020-2021):
  Facilitated club events and gatherings (i.e., Homecoming).
  Recorded all member's attendance and community service hours.
  Created flyers to promote club events to spread the word to students.

Leadership

Multicultural Lounge and Reflection Space Head Student Assistant, Georgia Tech, Atlanta, GA   *Now*
- Provides experienced oversight for all space needs, including, but not limited to scheduling, planning, and executing events, climate communication, strategic planning, and developing of space policies and procedures.
- Serves as Primary on campus contact for both spaces during Event Coordinator remote days.

Experience

Cashier/ Secretary, Mikaro Motor Works, Douglasville, GA   *2022 to Now*
- Supervised monetary and credit aspects of sales transactions and categorized customer account information such as invoices.
- Actively contacted businesses about car supply availability for purchase.

Multicultural Lounge and Reflection Space Student Assistant, Georgia Tech, Atlanta, GA   *Now*
- Attendants support the day-to-day operations of the Multicultural Programs Lounge and Reflection Space located in the John Lewis Student Center.
- Create advertisements and plan events for both students and organizations booking the Multicultural Programs Lounge.

Skills

Programming: Python (advanced), Java (advanced), JavaScript (beginner), HTML (advanced), CSS (advanced), Android Studio (beginner)
Language: Spanish (intermediate), English (native)
Clubs: Caribbean Student Association, Georgia Tech Chapter of the National Society of Black Engineers (NSBE), African American Student Union (AASU), Black Students Computing Organization (BSCO), and GT Creatives