

Mokhinur Khakimova

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Objective

- Hardworking, reliable, and focused on going above and beyond to support the team and help others. Motivated to learn and grow as a professional. Energetic, detail-oriented, and team player.

San Jacinto College

A.S. IN ENGINEERING | GPA 3.80

Houston, TX

Aug 2025 – Current

San Jacinto College

A.S. IN COMPUTER SCIENCE

Houston, TX

Jan 2023 – May 2025

Phoenix College

A.A.S. IN INFORMATION TECHNOLOGY | GPA 4.00

Phoenix, AZ

Aug 2022 – Dec 2023

Skills

- **Data Management Tools:** Python, C++, HTML, CSS, Microsoft Excel, Google Analytics, Loomly
- **Project Management and Collaboration Tools:** Microsoft Suite, Google Suite, Notion
- **Creative and Design Tools:** Canva, Adobe Photoshop, iMovie, Inshot, CapCut
- **Languages:** English, Russian, Uzbek, Turkish

Work Experience

San Jacinto College Chemistry Department

Houston, TX

CHEMISTRY LAB ASSISTANT

Aug 2024 – Present

- Prepared lab equipment and materials for **20-30 weekly lab sections**, supporting **1000+ students**.
- Assisted students during experiments by guiding through experimentation steps, troubleshooting equipment and enforcing safety protocols.
- Maintained lab organization and cleanup, contributing to **zero safety incidents**.

San Jacinto College Café

Houston, TX

CASHIER

Mar 2024 – May 2024

- Processed **50+ customer transactions per shift** in a fast-paced campus café.
- Handled cash and all card operations with **100% register accuracy**.
- Supported cafe opening, taking orders, and closing operations to keep service running smoothly.

Phoenix College

Phoenix, AZ

ADMISSIONS RECORDS ASSISTANT

Nov 2022 – Dec 2023

- Processed and verified **hundreds of student transcripts** for admissions evaluation.
- Assisted **20-30 students daily** with enrollment, accounts, and documentation issues.
- Collaborated with records staff to ensure timely and accurate admissions processing.

Private Company

Tashkent, Uzbekistan

ASSISTANT ACCOUNTANT

Sep 2021 – Aug 2022

- Worked closely with senior accountants to support **100+ financial operations per day** related to international business transactions.
- Organized accounting and regulatory documents to support audits and reporting.
- Prepared and issued invoices for shipped products, ensuring accuracy and compliance with company procedures.
- Collected and organized financial and regulatory documents from medical representatives for accounting and audit purposes.

Leadership Experience

Regional Officer

District IV

PHI THETA KAPPA DISTRICT IV

2025 – 2026

- Elected as **District IV Regional Officer**, hosting and planning regional events while supporting chapter initiatives across multiple chapters in the district.
- Delivered speeches, facilitated collaboration between chapters, and actively participated in chapter activities, district meetings, and leadership programming.
- Invited as a **Guest Speaker** for the Alpha Lambda Xi Chapter Fall Induction Ceremony (Fall 2025), delivering an inspirational message aligned with PTK values.

Public Relations Officer | Treasurer | Vice President of Fellowship

San Jacinto College

PHI THETA KAPPA (PTK), ALPHA GAMMA ZETA CHAPTER

May 2024 – Present

- Served as **Public Relations Officer** (May 2024 – May 2025), managing chapter outreach through social media campaigns, promotional flyer design, and event photography to promote PTK activities and keep members and the campus community informed.
- Assumed the role of **Treasurer** (Fall 2024 – Spring 2025) when the college mandated that each student organization maintain a designated treasurer, ensuring financial continuity and organizational compliance.
- Currently serving as **Vice President of Fellowship** (May 2025 – Present), planning and organizing fellowship events in collaboration with advisors and officers to strengthen member engagement and chapter connections.
- Acted as an officer presenter at **PTK Induction Ceremonies** (Fall 2024 & Spring 2025), welcoming guests, calling inductee names, and celebrating new members.

Vice President

San Jacinto College

MU ALPHA THETA (MATHEMATICS HONOR SOCIETY)

Spring 2025

- Supported student members in understanding challenging mathematics concepts through peer tutoring, guided study sessions, and academic workshops.
- Organized tutoring sessions and monthly guest speaker events with university and college professors.

Workshop Co-Presenter

District IV

PHI THETA KAPPA DISTRICT IV FALL WORKSHOP

November 2024

- Co-designed and delivered an **Effective Communication** workshop for chapter officers, focusing on collaboration and leadership alignment.
- Engaged participants through guided discussion and practical scenarios.

Conference Participant & Chapter Support

Tyler Junior College

TEXAS LEADERSHIP CONFERENCE

October 2024

- Supported and helped deliver the chapter workshop “*Leadership with Heart: Principles of Servant Leadership*,” contributing to preparation and audience engagement.

Community Engagement & Volunteering

Homeless Support Services — Honors in Action Project

San Jacinto College

RESEARCH & COMMUNITY ENGAGEMENT

Sep 2024 – May 2025

- Worked with **5+ chapter officers** to research local shelters and learn about homelessness from real experiences.
- Shared findings with **hundreds of students** through a service-learning project focused on awareness.

Student Support Podcast Project

San Jacinto College

PODCAST LAUNCH & CONTENT SUPPORT

Dec 2024 – Mar 2025

- Helped launch a student-support podcast with academic advisors covering **100+ common student questions**.
- Assisted with organizing content and publishing **multiple episodes** on YouTube.

Halloween Fall Festival

San Jacinto College

FUNDRAISING & EVENT VOLUNTEER

October 2024

- Helped run fundraising and event activities for a campus festival with **2000+ attendees**.
- Supported event setup and assisted guests to ensure a smooth experience.

San Jac STEM Expo

San Jacinto College

STEM OUTREACH VOLUNTEER

Apr 2024

- Assisted **50+ students and families** with hands-on STEM activities and demonstrations.
- Answered questions and explained basic STEM concepts in a clear, friendly way.

New Matters & Miracle Time

Nonprofit Organizations

COMMUNITY VOLUNTEER

July 2017 – December 2020

- Volunteered for **3+ years** helping children and families through food and hygiene distribution.
- Helped run activities and supported children with building early reading and writing skills.

Research Projects

RICE University Programming & Algorithmic Problem-Solving Coursework

Rice University (CLEAR Program)

COMP 140: COMPUTATIONAL THINKING

Summer 2025

- Selected for a competitive program and awarded a **tuition-free placement** in Rice University’s introductory CS course.
- Converted **15 written problem statements** into working Python programs by defining inputs, outputs, and algorithmic steps.
- Implemented solutions using conditionals, loops, functions, recursion, and lists.
- Improved code correctness and readability through systematic testing, debugging, and reviewing code written by others.

Programming Fundamentals II — Game Development Project

San Jacinto College

MINESWEEPER PUZZLE GAME

Fall 2025

- Built a fully playable **9x9 Minesweeper game** with randomly generated mine placement and rule-based gameplay.
- Implemented core logic including neighbor-mine counting, recursive empty-cell reveals, and win/lose detection.
- Designed an interactive user interface supporting cell revealing and mine marking.
- Delivered complete source code, executable, and design documentation following a structured software development process.

Engineering Project

San Jacinto College

AUTONOMOUS SMART TOY FOR DOGS

Fall 2025

- Designed and built an autonomous, interactive smart toy that enables remote engagement with pets through motion, video, and sound.
- Integrated hardware and software using an **ESP32-CAM**, motors, audio components, and a **Python backend with a web interface**.
- Presented a working prototype at a college research symposium, earning **2nd place** and submitted an application to present at **NCUR 2026**.

Physics Simulation Project (PHYS 2326)

San Jacinto College

SIMULATING ELECTROSTATIC AND GRAVITATIONAL FORCES

Fall 2024

- Co-developed a Python simulation computing net forces between two particles using **Newton's Law of Gravitation** and **Coulomb's Law**.
- Enabled user-defined inputs for mass, charge, and distance, dynamically calculating and visualizing force vectors.
- Demonstrated **20+ orders of magnitude** strength difference between electrostatic and gravitational forces through visualization.
- Contributed to technical research and analysis connecting classical physics equations to modern theoretical frameworks.

HIST 1301 — U.S. History I Research Paper

San Jacinto College

CADDY POTTERY: CULTURAL MEANING AND REPRESENTATION

Fall 2024

- Researched Caddo pottery from the **15th–18th centuries**, analyzing symbolism, craftsmanship, and cultural meaning.
- Examined construction techniques and visual motifs to interpret Caddo values related to nature and the cycle of life.
- Critically evaluated modern museum displays, identifying gaps in cultural context and proposing more accurate representation practices.

PHIL 1301 — Epistemology Presentation

San Jacinto College

RATIONALISM VS. EMPIRICISM

Fall 2024

- Delivered a structured presentation comparing rationalism and empiricism through Descartes' and Locke's theories of knowledge.
- Explained key concepts including innate ideas, sensory experience, and the method of doubt using historical texts.
- Connected philosophical frameworks to modern approaches to reasoning, evidence, and belief formation.

Achievements & Awards

1. **Undergraduate Research Symposium, San Jacinto College** (December 2025) — Presented an Honors Engineering project on an autonomous, interactive toy designed to reduce canine stress using sensors, movement, and sound; earned **second place**.
2. **Walter B. Cooper Scholarship** (October 2025) — Received a competitive scholarship recognizing academic excellence and leadership (**\$300**).
3. **Honors Scholarship, San Jacinto College** (Fall 2024 – Present) — Awarded an Honors Department scholarship each semester as an Honors student, supporting continued academic excellence and leadership involvement.
4. **Undergraduate Research Symposium, San Jacinto College** (November 2024) — Presented research papers from History and Philosophy courses.
5. **Wynell Phelps Scholarship** (July 2024) — Awarded a competitive scholarship for two semesters based on academic achievement (**\$1,500**).
6. **Dean's Honor List, San Jacinto College** (Spring 2024 – Present) — Recognized for consistent academic excellence while balancing leadership roles and campus involvement.
7. **Maricopa Scholarship, Phoenix College** (2023) — Awarded a **\$1,500** merit-based scholarship for one semester.
8. **URSA Student Leadership Award** (Fall 2022 – Fall 2023) — Recognized for outstanding leadership and significant contributions to student life for three consecutive semesters at Phoenix College.
9. **Certificate of Active Participation — “We Are Together” Forum** (2020) — Recognized for active participation and service at a charity event supporting children with disabilities.
10. **School Olympiads (Mathematics)** (2018 – 2019) — Achieved **4th place** in a group mathematics competition during high school.