Pavan Kaur

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Objective

Interested in building upon current knowledge and gaining experience to guide me through a career in the tech industry, with an emphasis in the cross section of technology and business.

Education

Current student at Regis University (Denver, CO)

B.S. Computer Science – (Expected graduation: May 2021)

Graduate of Pasadena City College (Pasadena, CA)

A.A. *Engineering and Technology* – (December 2019)

A.A. *Natural Sciences* – (December 2019)

Graduate of Arcadia High School (Arcadia, CA)

Certifications

Getting Started with AWS Machine Learning *by Amazon Web Services (via Coursera)*	Received: May 2020
Machine Learning for Business Professionals *by Google Cloud (via Coursera)*	In Progress
Industrial IoT on Google Cloud Platform *by Google Cloud (via Coursera)*	In Progress
Marketing Analytics *by University of Virginia (via Coursera)*	In Progress

Professional Skills

- Work well in group settings

- Complete tasks in timely and efficient manner

- Emotional intelligence

- Public speaking

- Decision making

Software/ Hard Skills

- Salesforce (Mountaineer rank), Canva (Graphic Design), Microsoft Word, PowerPoint, Excel: Advanced

- C++, HTML, CSS, Java, Lua, Scratch, Code Spark, Microsoft MakeCode: Intermediate

- Python, JavaScript, SQL, C, C#, Tableau, Balsamiq Framework (Site Map and Wireframe Mockup), WordPress: Beginner

- Familiarity with Git/Github, Test-driven development, Unit Testing

Languages

- English (Primary Language)

- Understand and speak Punjabi

- Understand basic Hindi

- Familiarity with Project management, Agile, Scrum, Jira, Confluence

- Google Analytics, Research and Strategy

Relevant Coursework

Data Structures, Algorithms and Analysis, Mobile and Enterprise Computing, Operating Systems Design/Analysis, Database Management, Probability and Statistics

Experience

Code Sensei – Instructor (Paid) at Code Ninja *(Altadena, CA)*   **March 2020 - Current**

- Work with children (7 to 14) primarily teaching JavaScript, Lua, C#

- Work with children (4 to 6) teaching basics of programming utilizing tools such as Scratch, Code Spark, etc.

- Lead in teaching Python Summer Camp and assist in developing curriculum and lesson plans

- Seek opportunities to partner with local schools and communities

References available upon request.

Account Management Intern (Paid) at Boingo Wireless *(Westwood, CA)*   **June 2019 - Dec 2019**

- Work cross-functionally with Product, Operations, Engineering, Customer Experience, Media, Marketing and Customer Care

- Assist with research & documentation in support of business, financial and strategic opportunities

- Prepare agendas and presentations for client meetings

- Evaluate private service opportunities and development of customer proposals

- Support venue event management process and update event schedules

- Fulfill internal requests for venue vitals or other KPI reports

- Research and assist in deployment of new technologies such as CBRS, Wi-Fi 6, 5G, and LAA

- Create account plans, update venue term agreements, document contractual requirements, and create venue proposals

- Utilize tools such as Excel, Jira, Confluence, Salesforce and SQL

Leadership   **Student Advisor/Mentor of She.Codes**   **August 2019 - Current**

- Work closely with current board members to ensure smooth transition and ensure members are performing their duties

- Provide support, mentorship and guidance to club members on pursuing a career in the tech industry

- Research different opportunities for board/club members (internships, conferences, guest speakers, workshops, etc.)

President of She.Codes   **Dec 2017 - August 2019**

- Work to promote club's mission: to encourage women to pursue careers in the tech industry and break stereotypes of this field

- Come up with and organize events in school and out in the community

- Work closely with industry folk to organize workshops, guest speeches, tech fairs, etc.

- Responsible for assigning board members' duties, and lead club meetings

- Carry out responsibilities in timely manner

IEEE (Institute of Electrical Electronics Engineers) Student Liaison   **June 2018 - June 2019**

- In charge of recruiting new members to IEEE

Youth Rep (Leadership Council) at Collaborate PASadena   **Aug 2017 - June 2019**

- Work closely with city officials and city representatives of neighboring communities

- Attend monthly meetings to discuss progress of different subcommittees

- Brainstorm ways to work with city organizations to create a safe, inclusive environment to help students do well in school and life

C++ Volunteer   **June 2018 - June 2019**

-Assist professor with helping and answering students' questions

References available upon request.