Vincent Le

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# EDUCATION

George Mason university, COllege of science Fairfax, VA

Computational and Data Sciences, Bachelor of Science May 2020

**Coursework**

Introduction to Statistics

Computing for Scientists

Probability and Statistics for Engineers

Analytic Geometry and Calculus II

Modeling & Simulation (Python)

Scientific Data and Databases

Public Speaking

# PROFESSIONAL EXPERIENCES

ROCS Grad Staffing February 2019 – Present

Sales & Marketing Intern

* Maintaining and cleaning up a database of potential companies through excel sheets
* Conduct research on companies and market segments to identify potential opportunities for ROCS
* Communicate with clients and prospective clients through networking, cold-calling, sales presentations, and social media outlets
* Collaborate with staff to discuss new marketing strategies with weekly and monthly goals

Lansdowne Resort & SPa March 2018 – March 2019

Front Desk Agent

* Making sure every guest has a memorable experience with positive energy
* Responsible for upsells on suites and rooms
* Collaborating with team members to ensure every guests’ needs are met
* Checking in and checking out guests with a welcoming personality in a fast-paced environment
* Resolving guest complaints, while maintaining excellent customer service.

Noodles & Company June 2014 – April 2018

Shift Manager

* Developed and trained new team members to prepare quality food, completing orders, and execute job operations
* Maintained a first-rate customer satisfaction
* Oversaw opening and closing of restaurant, in accordance with regulations
* Worked efficiently with a team to prepare the restaurant for each shift

# EXTRACURRICULAR EXPERIENCES

Vietnamese student association May 2016 – May 2017

*Public Relations Chair*

* Designing quality flyers and organizing events
* Promote events in person through social media throughout the year, but not limited to, videos and announcements
* Attending recruiting event and bringing out potential new members

*Big Brother –Mentor Program*

* Advising members that are new to the organization in topics ranging from academics, time management, community, and a healthy lifestyle

# SKILLS

* Self-taught programmer (.NET, HTML, ASP.NET, Java, SQL, MATLAB, and Python)
* Data Analysis, data mining, regression analysis, and pattern identification
* High proficiency in Microsoft Office (Excel, Word, Outlook, and PowerPoint)
* Research and resolving data discrepancies
* Problem solver and detail oriented
* Customer Service