

UMAR BAIG

(346) 464-1795 • umarb2005@gmail.com • Houston, TX

Education

Iman Academy

High School Diploma | GPA: **3.92** / 4.0

08/2020 - 05/2023

University of Houston

Bachelors of Science in Computer Science, Minor in Data Science | GPA: **4.0** / 4.0

05/2024 - Present

Experience

AFC Cars Dealership

Houston, TX

Front Desk/Data Entry

06/2021 - 06/2022

Pre-owned cars dealership

- Managed front desk operations, including answering phone calls, responding to emails, and filing paperwork.
- Inputted data into the company database accurately and quickly.
- Created and maintained detailed customer files and records.
- Handled customer inquiries and managed consumer relations.
- Served as a front face for the company and welcomed new customers with respect and care.

Middle School Provisional Teacher

Houston, TX

Teacher's Assistant

12/2022 - 05/2023

Middle School Section

- Taught students STEM focused topics in Mathematics and Science.
- Implemented lesson plans and maintained consistency.
- Coordinated classroom activities and projects.
- Adapted to various classroom environments and subjects.
- Collaborated with school staff for smooth transitions.

Moostroom

College Station, TX

App Design and Coder

05/2023 - 08/2023

Application Development Startup

- Application development Internship for an IOS-based startup company.
- Taught me how to work with diverse co-workers.
- Pushed me to work in time-sensitive and high-pressure environments.
- Developed prototypes for websites, ensuring that design and coding standards were met.
- Collaborated with the team of developers, designers, and marketers to ensure successful completion of projects.
- Researched and implemented the latest web design trends and technologies.

Achievements

Vice President, Student Council

08/2022 - 05/2023

- Fundraising Leadership:** Led diverse teams as Vice President of the Student Council, achieving success in multiple fundraising campaigns.
- Collaboration:** Fostered teamwork and open communication among council members, creating a collaborative and inclusive environment.
- Mentorship:** Mentored new council members to ensure a smooth transition and promote continuity in the Student Council's initiatives.
- Effective Liaison:** Acted as a liaison between students, faculty, and administration, facilitating effective communication and understanding.

Student Wellness Ambassador

01/2023-05/2023

- Dynamic Presentations:** Delivered impactful school-wide presentations addressing mental and spiritual health, effectively promoting well-being among peers.
- Creative Content Development:** Developed engaging content and visuals to effectively convey the significance of mental and spiritual growth, ensuring a compelling and memorable presentation.
- Practical Empowerment:** Empowered fellow students by sharing practical strategies for stress management, resilience building, and nurturing inner balance, fostering a supportive and positive school community.

Houston Community College Math Club

08/2023-12/2023

- Active Member:** Engaged as an enthusiastic member of the math club, actively participating in club activities and events.
- Collaborative Problem Solving:** Collaborated with fellow members on solving challenging math problems and participating in math competitions, fostering teamwork and critical thinking skills.
- Event Organization:** Contributed to the planning and organization of math-related events within the club, showcasing leadership and organizational abilities.
- Enhanced Analytical Skills:** Participation in math club activities enhanced analytical and problem-solving skills, complementing academic coursework.

Programming Language Certifications

Python Programming Certification — Advanced in Python focusing on data science and analysis.

Excel Certified — Completion of an Excel certification for enhanced data analysis and manipulation skills.

Java Certified — Certified in Java to help diversify coding skill set.