

VICTOR A. MARTINEZ CASTRO

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EDUCATION

Trevecca Nazarene University

2021 - Current

B.B.A Business Administration Information Technology

GPA: 3.65

Dean's List every semester

Leadership Scholarship: Awarded based on leadership, service-related involvements, achievements, and academic success

EMPLOYMENT

Tech Information Systems Intern, *Trinity Health*

January 2025 - Current

Supported enterprise-level data validation, reporting, and migration efforts across clinical and revenue applications. Collaborated with the TIS Build Team and Medigold Ops, contributing to SQL queries, business spec mapping, and UAT processes.

Enrollment Systems Admissions Worker, *Trevecca Nazarene University*

May 2023 - Current

Managed over 1,000 prospective student application documentation and accurately entered data into the institution's CRM while ensuring confidentiality and professionalism; assisted with event logistics and participated in panel discussions to enhance prospective student engagement

Student Life Ambassador, *Trevecca Nazarene University*

August 2022 - May 2023

Oversaw the management of a collaborative space at Trevecca Nazarene University, supporting students and ensuring proper inventory management.

Medical interpreter, *Interactive Contact Center*

May 2022 - August 2022

Facilitate communication between medical professionals and patients to ensure an accurate understanding of medical information while maintaining a professional attitude.

EXPERIENCE & RELEVANT COURSEWORK

Programming Languages/Technologies:

SQL, SQL Developer, Processing, HTML5, CSS, Java, Python

Database Management: Handled and normalized raw data from a mock book distributor. Created and modified tables, utilized inner and outer join statements, and developed complex queries to analyze data.

Web Development: Designed and built an interactive website for a mock shoe company using HTML and CSS, featuring product displays, inquiry forms, and a simulated checkout process.

Marketing Analysis: Conducted a research project comparing the marketing strategies of competitors. Evaluated marketing mix elements, market segmentation, integrated marketing communication, and advertising approaches.

Business Policy Simulation: Used Glo-Bus software to craft strategies for product design, pricing, marketing, and operations while optimizing performance in a competitive simulated market.

IT Project Management: Simulated an IoT implementation project for a manufacturing company. Developed vital project management documents, including a project charter, WBS, Gantt chart, budget estimate, and statement of work (SOW).

ACTIVITIES

FundAvi HN, *Board of Directors member*

September 2020 - August 2022

Pioneered a welfare organization in Honduras to provide food for unhoused people during the COVID-19 pandemic.

Operation Smile, *Volunteer*

August 2019 - August 2021

Raised funds to support medical brigades that help fund surgery for children with cleft lip and palate who cannot afford surgery.