

Vanessa Tran

Atlanta | 770-871-1062 | vanessantran.03@gmail.com

EDUCATION

Georgia Institute of Technology
BS in Computational Media

Atlanta, GA
June 2022- present

Georgia State University
BS in Computer Science

Atlanta, GA
August 2021- May 2022

WORK EXPERIENCE

Smoothie King
Team Member

Duluth, GA
May 2021- Dec 2021

- Performed cleaning duties, such as sweeping and mopping floors, cleaning tables, taking out trash, and cleaning bathrooms.
- Served orders to customers at drive through and at the front counter.
- Prepped food ingredients in the back storage and made sure there was enough inventory.
- Oversaw training for new employees.

Vanessa's Piano Studio
Piano Teacher

Lawrenceville, GA
November 2017- Present

- Coordinate yearly recitals to demonstrate students' achievements.
- Explain and demonstrate piano techniques one-on-one with 10 students.
- Select and obtain materials and supplies such as performance pieces and theory flashcards.
- Maintain regular contact and provide easy methods of communication to advise and assist students outside of the lesson.

NextGenVN

Online

Content creator, English Teacher, United Nations Report Drafter

January 2019- December 2021

- Drafted 2 UN Reports to Committee on the Rights of the Child through analysis of interviews and violation reports.
- Organized training sessions for 20 team members and practice webinars.
- Taught English bi-weekly to Vietnamese refugees, activists, and students.
- Facilitated weekly briefing meetings with team members.
- Researched content for NextGen's social media page.

Boat People SOS

Online

Youth Engagement Intern

January 2021- June 2021

- Managed team of 25 youth advocates.
- Mobilized recruitment efforts to recruit 3 new members to the youth program.
- Organized training sessions for team members and practice webinars.
- Collaborated on the planning of a field trip to Saigon for 9 Hmong students in Vietnam.
- Coordinated a fundraising concert to fund the field trip and raised \$6000.

SKILLS

Skills: Intermediate Microsoft Office, Media Creator, Piano, Canva