

## Zoha Khundmiri

khundmirizoha@gmail.com | +1 (404)-291-3939 | [LinkedIn](#)

---

## EDUCATION

### Georgia State University — Bachelor of Science in Computer Science

*Expected Graduation: May 2025 | Atlanta, GA*

### Centennial Aviation Academy — Private Pilot's License

*Graduation: December 2024 | Chamblee, GA*

---

## EXPERIENCE

### IT AI Summer Intern

*Georgia Systems Operation Corporation | July 2024 - August 2024 | Atlanta, GA*

Summer project focused on optimizing customer service, incident management, and business processes using platforms like Azure AI, SharePoint, Ivanti, and Power Automate.

- Delivered two AI chatbots using Azure AI to streamline customer service interactions and enhance SharePoint search capabilities.
- Developed a web app integrating APIs for automated communication generation.
- Implemented API integration with Ivanti for efficient incident management and reporting.
- Automated workflow processes using Power Automate, connecting Microsoft tools and cloud services for seamless task execution.

### Secretary of the Board of Directors

*Lillah Services INC | April 2020 - Present | Atlanta, GA*

Member of Non-Profit charity based in Atlanta with services in Uganda, India, Turkey, Pakistan and United States.

- Coordinate and manage board meetings, overseeing agenda setting and record-keeping.
- Handled legal documentation and license renewals to ensure ongoing compliance.
- Boosted public visibility through strategic social media campaigns.

### Extern: AI-Powered VC Deal Sourcing Externship Lab

*Ignite XL Ventures (Paragon One) | November - December 2023*

- Utilized AI insights to analyze market trends and customer behavior in the Venture Capital landscape.
  - Enhanced proficiency in AI tools like ChatGPT and Bard for research and prompt engineering.
  - Drafted investment memos, providing analysis on potential startup opportunities.
- 

## PROJECTS

### Calculator+ Mobile App Design

*Girls Who Code Hackathon (2nd Place Winner) | October 2023*

- Designed a mobile app to serve as an emergency tool for women, featuring safe route mapping and quick access to help.
- Applied user-centered design principles and agile methodologies to ensure effective and intuitive functionality.

### Children's Book Illustrator — Daddy Son Day: The Lion Hunter

*September 2022*

- Illustrated and published a children's book focused on adventure and family bonding.
  - Organized an international reading event in Hyderabad, India in December 2023.
  - Utilized Adobe Illustrator, Canva, and Amazon Services for design and publication.
- 

## SKILLS & CERTIFICATIONS

**Languages:** Python, HTML, JSON, CSS, Java, Javascript, C++, SQL

**Tools:** Figma, Adobe Illustrator, Visual Studio Code, Azure Studio, Canva

**Certifications:** SAFe 6 Scrum Master