2655 Jasper Street | Philadelphia | PA | 19125 | 267.334.3500 | nguyenchristy12@temple.edu

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2022

**Major: Management Information Systems** 

GPA: 3.63 | Dean's List: Spring 2019

#### **SELECTED COURSES:**

Data-Centric Application Development, Data Analytics, Information Systems in Organizations, Managerial Accounting

#### **ACTIVITIES AND AWARDS:**

• 1st Place Recipient, Build a Business, 2019

#### INFORMATION TECHNOLOGY SKILLS:

Software Development: Visual Studio Code

Web Development: HTML

Database Management: MongoDB, SQL, R Studio

Project Management: Microsoft Office

# EXPERIENCE: TEMPLE UNIVERSITY LIBRARIES, Philadelphia, PA September 2018 - Present **Technical Support**

- Troubleshoot computer, printer, and copier issues for 30,000+ students, faculty, and guests
- Maintain inventory of all equipment and supplies by adhering to a checklist
- Manage library database to help patrons search for and check out books

### VIETLEAD, Philadelphia, PA

July 2018 - August 2018

#### **Media Intern**

- Organized Refugee Day Event for ~150 community members to acknowledge and celebrate refugees in the community
- Collaborated with the civic engagement and land team to plan a school garden for Furness High School
- Completed workshops on Adobe Illustrator and Photoshop to create a community cookbook

## VIETLEAD, Philadelphia, PA

July 2016 - August 2016

## **Administrative Assistant**

- Organized a community forum for a social justice organization in which ~60 community members were educated on food sovereignty
- Interviewed ~20 community members about the topics of intergenerational gap, gardening, food, and education
- Explored Asian American history and compiled information into multiple presentations to present to the community

### **SKILLS & LANGUAGES:**

- Photoshop (Proficient)
- Cantonese conversational