Jenny Louanphom

community.mis.temple.edu/jlouanphom

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: May 2019
Major: Management Information Systems

RELEVANT COURSES:
Information System Organizations
Data Analytics
Data-Centric Application Development

ACADEMIC INVOLVEMENT:
- Sister, Alpha Sigma Rho Sorority, Inc., Fall 2014 – Present
- Member, Association for Information Systems, Spring 2018

EXPERIENCE:

Tai's Vietnamese Restaurant, Philadelphia, PA Aug. 2014 - Present
Cashier, Inventory, Graphic Design
- Wrote order tickets and processed customer payments
- Answered telephone and in-person inquiries
- Assisted management with monthly inventory control and weekly stock ordering
- Developed and designed marketing and media materials using Pixlr

Golden Pansy Beauty Salon, Upper Darby, PA June 2015 – Aug. 2015
Receptionists
- Maintained records and files of clienteles
- Answered questions regarding the store and products
- Ensured quality customer service and satisfaction

Alpha Sigma Rho Sorority, Inc.
Webmistress, Graphic Design Chair Jan. 2016- May 2016
- Managed the web page for the Temple University chapter of Alpha Sigma Rho Sorority using Wix
- Updated information such as announcements, events, and photos weekly
- Maintained strong social media and brand recognition across Facebook, Instagram, and YouTube platforms
- Developed and designed marketing and media materials using Adobe Photoshop

INFORMATION TECHNOLOGY SKILLS:

Analytics:	Google Analytics
Web Development:	HTML, CSS, PHP, Wix
Database Management:	MySQL, PDO

SKILLS:
- Microsoft Office 2010
- Photo & Design Software – Adobe Photoshop, Pixlr