Jessica M. Martincic

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: December 2019
Major: Management Information Systems
GPA: 3.73 | Fox Honors Program | University Honors Program

SELECTED COURSES:
Data Analytics, Data-Centric Application Development, Enterprise IT Architecture,
Digital Design and Innovation Studio, Technological Horizons, Operations Management

ACTIVITIES:
Temple University Study Abroad (Rome), 2018
Association of Information Systems (AIS), 2017-2018
Temple University Snowboarding Club, 2015-2018

INFORMATION TECHNOLOGY SKILLS:
Web Development: HTML, CSS, JavaScript
Database Management: SQL, MySQL
Project Management: Microsoft Office

EXPERIENCE:

FOX MIS Department, Philadelphia, PA   August 2018 - Present
Office Worker
- Assists department with administrative tasks such as organizing excel files, drafting documents and working on job status reports.
- Acts as a resource for students with questions about the MIS major, course requirements, professional achievement points, etc.
- Provides support with the content and overall functionality of the Community Site.

GAUZE, Philadelphia, PA   May 2018 – August 2018
Database Intern
- Conducted research on global healthcare systems and presented my findings to the Board of Directors.
- Utilized technological applications for querying of data to validate quality assurance metrics and add incremental facilities to the established list.
- Helped with the development of the Gauze mobile application.

CATAPULT BRANDS GROUP (CBG), Rome, Italy   January 2018 – May 2018
Media Lab Intern
- Researched 20 - 30 cryptocurrencies per week; compiled and sorted collected data using Microsoft Excel.
- Worked closely with project leader and team of four to plan promotional events for the HealthyEats start-up.
- Updated online platforms such as websites and social media accounts, and assisted with video projects.