

# Michelle Purnama

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## EDUCATION

### TEMPEL UNIVERSITY, Fox School of Business, Philadelphia, PA

*Bachelor of Business Administration, Graduation: May 2020*

*Major: Management Information Systems (MIS)*

GPA: 3.98 | Presidential Scholar | Fox Honors Program | University Honors Program | Dean's List, Fall 2016 – present

## EXPERIENCE

### MIS Department - Temple University, Philadelphia, PA

MIS Professional Achievement (PRO) Student Ambassador May 2019 – Present

- Work closely with 400+ MIS students to identify needs and pain points in understanding the holistic view of PRO Program, and develop compelling recommendations and strategies for students to satisfy the program requirements
- Innovated "E-portfolio Tip of the Month," a publication of Wordpress best practices to provide customer-facing documentation to deliver meaningful digital experiences on Wordpress for students

Information Systems (IS) Job Index Research Assistant January 2019 – February 2020

- Cleaned and analyzed 1,500 rows of data from 44 universities to conduct research of national IS job market
- Delivered high-impact recommendations to 120+ IS students to transform their career readiness
- Created 45 custom reports for participating universities to assist chairs and faculty in synthesizing recommendations
- Advanced students, parents, employers, and faculty's knowledge on IS industry by co-authoring IS Job Index publication that summarizes comprehensive analysis of the research

### Alexion Pharmaceuticals, New Haven, CT

July – August 2019

IT Intern

- Led Regulatory Information Management publishing tool upgrade project for Regulatory Operations team utilizing waterfall methodology to improve business process management
- Communicated and interviewed internal stakeholders to organize requirements and define project scope
- Worked effectively with IT R&D, Regulatory Operations, and external vendor to develop a detailed 6-month project plan to monitor progress to ensure project is on time, on budget, and on scope

### Tapp Network, Wilmington, DE

May – August 2018

Software Project Management Intern

- Collaborated with Chief Technology Officer and software developers to handle 6+ agile software and web development projects with client contract values worth over \$250,000
- Engaged in weekly Agile Scrum meetings and developed statements of work, architecture diagrams, and other requirement documents to assist CTO in negotiating business deals with 5 new and existing clients

## LEADERSHIP EXPERIENCE & ACTIVITIES

- Mentor, Temple Association for Information Systems (AIS) Mentorship Program
- Technical Workshop Leader (Topics: Text Analytics with Python & Web Accessibility), Temple AIS
- Information Technology Assistant, Temple MIS
- Director of Corporate Relations, Temple AIS
- Diamond Peer Teacher – Honors Information Systems in Organizations, Temple MIS
- Co-President, Women's Entrepreneurial Organization
- Volunteer English Teacher, Poland

## AWARDS

- Recipient, Professional and Academic Achievement Award, Temple MIS
- Recipient, 2018 Student Leadership Award
- 1<sup>st</sup> place, PwC Case Competition
- 4<sup>th</sup> place, Freely Magazine Writing Competition

## SKILLS

- Computer: HTML, CSS, JavaScript, Python, GitHub, MySQL, NoSQL, MongoDB, Tableau, WordPress, Photoshop, Illustrator, InDesign
- Certification: CompTIA Project+
- Languages: Indonesia – fluent, Chinese – basic