

Seong Beom Cho

530 Babylon Rd. / Ambler / PA / 19002
tug09558@temple.edu

267.885.8873 /

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation: 2017 - 2021
MAJOR: Management Information Systems
GPA: 3.3

Central Bucks South High School, 1100 Folly Rd, Warrington, PA 18976
High School Diploma: 2012 - 2015
GPA: 3.2

EXPERIENCE: enGenius Inc, Easton Rd, Horsham, PA January 2018 – Current
Computer Operator - I

- Perform weekly updates on 36 computers and 2 servers
- Maintain computers in a working state daily
- Coordinate with network securities to set up a private network for a secure training environment for government use

US ARMY, Easton Rd, Horsham, PA August 2015 – Current
Patient Administration Specialist (68G)

- Organize patient records following guidelines of HIPAA
- Compile patient data and formulate a statistical report
- Keep medical records in a specific system according to the medical facility

ACTIVITIES & AWARDS:

- Presented an Army Achievement Coin from the 338th Medical Brigade for leading other soldiers during an annual training simulation
- Awarded an Army Demonstration of Outstanding Leadership for going out of the way to help other soldiers struggling during the land navigation training
- Recognized as the best employee of the month for several months at McDonald's
- Member of the Association for Information Systems
- Volunteered at the Philadelphia History Museum during the summer of 2014
- 1st seat cellist throughout High School

SKILLS & LANGUAGES:

- Korean – Able to speak fluently and translate
- Proficient in all Microsoft Office Software
- Proficient in MySQL, Javascript, HTML, and Tableau
- Great at multi-task, have always accomplished more than my peers during high pressure
- Excel in analyzing a lot of information in a short time
- Exceptional interpersonal communication