

Juston G. Dawkins

<https://community.mis.temple.edu/jdawkins/>

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EDUCATION:

TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2023

Major: Management Information Systems

Overall GPA: 3.61

Dean's List, Fall 2019, Fall 2020

ACTIVITIES:

- Member, Association for Management Information Systems
- Assistant Outreach Coordinator, Fox Student Philanthropic Society
- Member, Esencia Latina Dance Group

EXPERIENCE:

ORAA GROUP LLC, Boca Raton, FL

October 2017 - Present

Junior Business Analyst

- Acquire and document customer business requirements for input into application design and development
- Solicit feedback, review documents, and analyze business needs to make recommendations for operational improvements
- Conduct application testing and document user experience to provide feedback to development team
- Conducted Federal Information Security Management Act (FISMA) risk assessments
- Perform general office duties, such as ordering supplies, assist with new employee on-boarding, and maintaining IT asset management tracking

SKILLS & LANGUAGES:

- Javascript
- HTML
- MongoDB
- R Studio
- SQL
- Vertabelo
- Sortly Inventory Management System
- Office 365
- MS Office Suite – Word, Excel, Power Point
- Skype, Zoom, MS Teams
- Spanish – Conversational