Maya Noelle Smith

https://www.linkedin.com/in/maya-n-smith/

EDUCATION

TEMPLE UNIVERSITY- Fox School of Business, Philadelphia, PA Bachelor of Business Administration Graduation: May 2025 Major: Management Information Systems | Minor: Spanish | GPA: 3.55 Relevant Courses: Business Communications, Cloud Architecture, Data & Analytics, Digital Systems, Lead Global Digital Projects, User Experience Design, Web Application Development, Web Service Programming

SKILLS

Analysis: Jupyter Notebook, Python, SQL Web Development: Amazon Web Services, CSS, HTML, JavaScript, Python, VS Code Project Management: Google Workspace, Microsoft Office Language: Advanced Proficiency in Spanish

PROJECTS

Pennsylvania Turnpike Commission Toll Calculator, Cloud Architecture

- Configured AWS VPC, security groups, and RDS instances for a secure and scalable Toll Calculator system
- Created a web application making API calls to AWS Lambda functions for dynamic toll calculations and data retrieval
- Delivered a cost-effective, dynamically scaling cloud-native prototype with 24/7 reliability and security

EXPERIENCE

TEMPLE UNIVERSITY, Philadelphia, PA

President (2024); Fundraising and Community Service Chair (2023-2024), Fox African American Business Association

- Organize and lead general body meetings for a 20-member student organization dedicated to uplifting Black students at the Fox School of Business, informing members about mentorship, professional development, community service, and networking opportunities provided by corporations in the Greater Philadelphia area
- Facilitate executive board meetings, leading discussions on strategic goals, coordinating activities, and ensuring effective decision-making and communication among board members
- Correspond with 10 local businesses to plan and execute fundraisers, guest speaker events, and networking mixers, fostering partnerships and enhancing engagement for the organization
- Lead informational table at Experience Temple Day and Temple Fest events to recruit 50 prospective members
- Recruit members to participate in off-campus cleanup in North Philadelphia, collecting 8 full bags of trash

YMCA, Mount Laurel, NJ

Senior Counselor, Camp Kaleidoscope

- Managed safety and wellbeing of 120+ 4 to 13 year-old children for a nonprofit youth wellness organization
- Directed campers in swimming lessons, arts & crafts, and recreation, while maintaining the safety and sanitation of a multi-million-dollar facility
- Coordinated logistics for weekly field trips and managed parent pick-up and drop-off schedules, ensuring smooth operations and effective communication with families
- Developed & taught a weekly STEM curriculum for campers, fostering age-appropriate problem solving skills
- Promoted from Junior Counselor to Senior Counselor within 2 years, recognized for leadership and excellence in both camp and after-school programs
- Trained and mentored 4 Counselors in Training, guiding them on daily responsibilities, and facilitated discussions with parents to address behavior plans and camper development

TEMPLE UNIVERSITY, Philadelphia, PA

Information Technology Assistant, Management Information Systems

- Created assignments for a Social Media Innovation class, performed evaluations for 36 students
- Communicated with students to increase understanding of concepts during office hours
- Monitored email and GroupMe platforms, quickly and efficiently respond to students

ACTIVITIES

Member, Fox African American Business Association **Member,** Association for Information Systems

August 2023 – December 2023

security

May 2023 – Present

June 2019 - August 2024

January 2024 - May 2024