

SARTHAK PATHAK

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

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor's in Management and Information Systems, Graduation: May 2027
Major: Management Information Systems | Minor: Computer Science
Overall GPA: 3.1, Major GPA: 3.2 | Dean's List: Fall 2023

SELECTED COURSES:

Digital Systems, Legal and Ethical Reasoning, Financial and Managerial Accounting for Decision Making, Quantitative Methods for Business II, Macroeconomics Principles

ACTIVITIES AND AWARDS:

- Member, Leo Club International August 2022 - Present
- Dean's Scholar Award August 2023 -December 2023
- Project Ashram – Social Impact Initiative April 2021 - May 2023

INFORMATION SYSTEMS PROJECTS:

- **Translator Application**
Designed and implemented an application using Python to translate words from English to German. Developed an intuitive interface for ease of use, including flashcards and quizzes to enhance learning.

INFORMATION TECHNOLOGY SKILLS:

Software Development: Java, Python
Web Development: Web Services, Trello, Asana
Database Management: MySQL, Microsoft Access, Tableau
Project Management: Microsoft Excel, Word, 365 Office

EXPERIENCE: Office of the Vice President for Research, Temple University, May 2024 - Present
ERA Junior Analyst

- Manage research funding data for Temple University as part of the Electronic Resource Administration (ERA).
- Manipulate grants, proposals, and research-related information using Microsoft Access, Excel, and other systems.
- Create reports for internal and external use within Temple's research administration.

Bajaj Allianz Life Insurance, Vadodara, May 2022 - July 2022

Intern - IT Industry

- Managed servers like Trello and Asana for daily task assignments and tracking.
- Coordinated IT-related issues with the department and provided documentation to improve efficiency.

SKILLS & LANGUAGES:

- English
- Hindi