2350 Jamie Court | Easton | PA | 18040 | 610-428-6939 sabirah.siddique@temple.edu

**EDUCATION:** TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2023

- Major: Management Information Systems

- Overall GPA: 3.09

#### SELECTED COURSES:

Information Systems in Organizations, Web Application Development, Data and Analytics, Cloud Architecture, User Experience Design

## **ACTIVITIES AND AWARDS:**

- Member, South Asian Student Society, 2020 present
- Member, Association for Management Information Systems, 2019 present

#### INFORMATION TECHNOLOGY SKILLS:

- Software Development: JavaScript, jQuery
- Web Development: HTML, CSS, WordPress, AWS
- Database Management: SQL Microsoft Access, MongoDB
- Software Tools: Microsoft Office, Microsoft Excel
- Soft Skills: Proactive, organized, strong interpersonal skills, problem solving skills, communication skills, analytical, and detailed oriented

## **INFORMATION SYSTEMS PROJECTS:**

- Designed a covid program that displayed real-time covid statistics using RESTful API and jQuery on a webpage.
- Created a toll calculator prototype/program (ran in EC2 server) using jQuery, SQL (used inner and outer joins, group by, and order by) HTML, CSS, and JavaScript that showed the toll prices between two interchanges
- Designed a website for a cupcake shop using WordPress so customers can successfully order through the website instead of third-party delivery services

## **EXPERIENCE:**

Electronic Research Administration, Philadelphia, PA

April 2021 – Present

## Junior Research Analyst

- Responsible for creating various reports that contain data from the ERA website seen by the President
  of Temple University and other higher officials for allocating research funds for each department and
  college
- Used Microsoft Access queries and Excel tables/charts to build monthly, weekly, and on demand requested reports
- Performed in validating and QA testing to achieve a high-quality user experience by reporting 7 bugs found on the ERA website

# BDO USA, LLP, New York City, New York

June 2022 – August 2022

## Assurance Intern, TPA

- Worked on SOC reports to assure that client controls were accurate and conducted risk assessments.
- Made sure population samples provided by the client were accurate to what controls is being tested
- Completed 3 SSPA projects with clients to assure they adhere to Microsoft data policies