

Catherine Nguyen

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EDUCATION

San Jose State University | San Jose, CA Dec 2027

B.S., Business Administration, Concentration in Management Information Systems (MIS); GPA: 3.6

WORK EXPERIENCE

SomiSomi **Milpitas, CA**

Team Member

April 2025-June 2025

- Supported daily operations by managing inventory, maintaining food safety and cleanliness standards, and ensuring consistent product quality.
- Collaborated with other team members to deliver excellent customer service while working in a fast-paced environment.

LEADERSHIP EXPERIENCE

Adobe **San Jose, CA**

Adobe Student Ambassador

Sept 2025-Present

- Selected as an Adobe Student Ambassador and developing expertise in Adobe Creative Cloud tools & digital engagement strategies; prepared to support future workshops and campus marketing initiatives.

One Degree **Remote**

Resource Volunteer

June 2025-Dec 2025

- Maintained and updated a database of 1,000+ community resource records in the Bay Area and Los Angeles counties supporting thousands of users seeking housing, food, and financial assistance.
- Committed 8-15 hours per week of data entry and online research, guaranteeing verified information and accessibility for users.

Interverse **Remote**

Teaching Instructor

April 2022-April 2024

- Taught three Chinese people ESL ranging from middle school to college level.
- Conversed on our cultures, lifestyles, and gave additional help on English grammar on a weekly basis.

San Jose Public Library **San Jose, CA**

Teaching Instructor

April 2021-Dec 2022

- Taught a group of 5+ students ranging from 3rd-5th graders about underrepresented social justice issues and public speaking.
- Attended two meetings a week for briefings and class, requiring constant communication with moderators and emails.

CAMPUS ENGAGEMENT

Management Information Systems Association Jan 2026-Present

Marketing Association Sept 2025-Present

Vietnamese Student Association Sept 2024-Present

SKILLS

Technical: Excel | MS Office | Python | Data cleaning | Data Analysis | Database management | SQL

Soft Skills: Customer Service | Communication | Organization

Languages: Vietnamese, Mandarin