

Jaret Lee

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SKILLS

Technical: Python | Data Analysis (Microsoft Office/Google Suite) | Excel | Financial Modeling | SQL

Soft: Problem-Solving | Leadership | Adaptability | Communication | Collaboration | Growth Mindset

EDUCATION

San Jose State University

Spring 2026

B.S. Business Administration, concentration in Management Information Systems

Relevant Coursework: Financial + Managerial Accounting | Statistics | Bus. Programming | Economics | Database Management | Operational Management | Systems Analysis and Design | Networking and Data Communications

PROFESSIONAL EXPERIENCE

La Rinconada Country Club | *Fitness Supervisor*

Los Gatos, CA | June 2024 - Current

- Supervise daily operations of the pool and fitness center, ensuring a safe, efficient, and welcoming environment for over 800 members
- Collaborate with club directors to coordinate events, streamline operations, and improve membership engagement and satisfaction
- Provide exceptional hospitality and customer service to club members that enhances the club's organization

OPPS For All | *Intern*

San Francisco, CA | Summer 2023

- Developed foundational financial literacy, including budgeting, investing, and wealth management
- Created workshops and seminars aimed at educating peers on personal finance
- Delivered financial literacy project to 300+ students, empowering participants with actionable skills in budgeting, credit management, and savings

LEADERSHIP & PROJECTS

MIS Association | *Vice President of Membership*

San Jose, CA | Current

- Strengthen membership retention through engagement initiatives and personalized outreach
- Expand community and campus visibility by leading strategic outreach efforts
- Enhance membership experience by fostering a supportive and value-driven environment

San Carlos Pizza App | *Project Manager*

San Jose, CA | Fall 2024

- Created UX & UI to increase efficiency for business operations

Delta Upsilon Fraternity | *Vice President of Finance*

San Jose, CA | August 2023 - June 2024

- Financed expenses, managed multiple accounts, and communicated with IFC

OBJECTIVE

Self Growth

I am currently a Business MIS student at San Jose State University. My goal is to be able to achieve my Bachelor's degree and put my best foot forward in doing so. I am passionate about personal development and discovering my strengths and weaknesses. I want to create meaningful connections and utilize my abilities and skills in my field.