

Career Launch Initiative Day 2

Team Lead: Josh Milstead

October 16, 2024

Table of Contents

1. Cover Letter
 - Page 3
2. Resume
 - Page 4
3. LinkedIn Profile
 - www.linkedin.com/in/joshua-milstead-09991621a
4. Thankyou Letter
 - Page 5
5. References
 - Page 6
6. Wow Factor
 - Page 7

Dear Hiring Manager,

I am excited to apply for the MIS technical/business position at Nvidia and contribute to the company's growth in groundbreaking Artificial intelligence applications. With a background in Management Information Systems, I bring a blend of technical expertise and business acumen that aligns with your innovative approach to technology. I am driven to continuously learn and excel in dynamic environments, ensuring I stay ahead of the curve in both technical and strategic decision-making.

My resilience has been honed through tackling complex projects, navigating challenges, and delivering results that enhance operational efficiency. I am a strategic thinker who enjoys solving business problems by leveraging data-driven insights and aligning technology solutions with broader business objectives. An experience that highlights my skills is the International Business Project that I worked on, combining statistical data and market research to effectively deliver a professional presentation.

I am eager to contribute to Nvidia's growth by optimizing systems and driving innovation.

Thank you for considering my application. I look forward to hearing from you soon.

Sincerely,
Josh Milstead

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Joshua Milstead

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EDUCATION

Bachelors, Business Admin/Mgmt Info Sys

San Jose State University, San Jose CA

Junior, 3.6 GPA, expected graduation Fall 2026

August 2022 - Present

COURSEWORK

Business Calculus • Financial Accounting • Business Statistics • Global Dimensions of Business • Computer Tools for Business (Excel) • Intro to Engineering • Economics

WORK EXPERIENCE

Teacher Assistant for a Physics Class

Learning Assistant role at Peer Connections, SJSU • Assist professor in leading discussions and classroom management • Engaged in dialogic discourse with students to initiate their critical thinking when solving problems • Utilized strategic thinking in supporting students Over 100 hours of experience in the classroom • January 2024 - Present

Luckys

Multi-Purpose Clerk at a Grocery Store in San Jose, California • Interacted with customers, problem-solving, organization, and time management • December 2022 - March 2023

Snapology

Assistant Instructor Role at a STEM summer camp • Teach Kids STEM principles, facilitate groups • Teach problem-solving skills as the Kids build and create projects using Lego • June 2022 - August 2022

LEADERSHIP EXPERIENCE

Officer Role Treasurer of Student Organization

Newman Center Catholic Campus Ministry, SJSU • Manage financial transactions as well as operations • Make important decisions among an Officer Cabinet that leads the Organization • Organize and lead events that typically have a turnout of 30 to 40 people • Collaborated with a professional team in planning events and promoting change • June 2023 to May 2024

PROJECTS

International Business Project • worked with a team to research a foreign market representing a theoretical company of interest that is looking to trade in that country • Analyzed the stock index, profitability of the company, and predicting potential growth • June 2024 - July 2024


Project Manager Role • Senior Year Engineering Project • Led a 3-member team in the development and creation of a product that solves a problem in the campus community • September 2021 - April 2022

VOLUNTEERING


Teacher assistant • 1 hour per week serving parish community • Demonstrated leadership and reliability in collaborating and teaching others • September 2019 - February 2020

LinkedIn Profile:

www.linkedin.com/in/joshua-milstead-09991621a

A LinkedIn profile banner for Joshua Milstead. The banner features a circular profile picture of a man with dark hair, wearing a dark suit jacket over a blue shirt. The background of the banner is a photograph of a large, multi-story building with a red-tiled roof and arched windows, likely a San Jose State University building. There are palm trees and other greenery in the foreground. A small blue pencil icon is visible in the top right corner of the banner area.

Joshua Milstead ✓ (He/Him)
San Jose State University Business Administration Management
Information Systems
San Jose, California, United States · [Contact info](#)
[156 connections](#)

The logo of San Jose State University, featuring a blue square with a white circular emblem containing a stylized 'S' and 'J'.

Thank you letter after Career Fair:

Hi Aaron,

I hope this message finds you well. It was a pleasure meeting you at the San Jose State Business Fair earlier today. I enjoyed our conversation about the exciting opportunities within AMD and learning more about your team's innovative approach in the business technology field.

I'm particularly interested in the development of AI in microprocessors and how AMD integrates business data analytics to work alongside engineers to advance these emerging technologies. I believe my background in Management Information Systems aligns well with the needs you discussed.

I've attached my resume for your review. I would love the opportunity to further discuss how my skills, experiences, and strong motivation align with this role at AMD. Please let me know if you need any additional information or if there are any next steps I should take.

Thank you once again for your time and consideration. I look forward to the possibility of working together.

Best regards,

Josh Milstead

joshmilstead@icloud.com

References:

Personal:

- Kim Milstead
 - 408-377-9381
 - kimmils@icloud.com
- Hugh Dougherty
 - 408-921-3543
 - hughdoc@imac.com

Academic:

- Professor Christopher Lim
 - christopher.lim@sjsu.edu
- Annie Chase
 - annie.chase@sjsu.edu

Professional:

- Ashley Defensor (Peer Connections)
 - ashley.defensor@sjsu.edu
- Lisa Perez Quetives (Peer Connections)
 - lisa.perez-quetives@sjsu.edu

Wow Factor

I was Treasurer of Newman Center Catholic Campus Ministry, a San Jose State student-led organization. I managed financial transactions as well as operations and made important decisions in an Officer Cabinet. I planned and led events, helping to promote change in my community. I'm most proud of helping lead a retreat and preparing and delivering presentations for the members present.

