

# Jonathan Nguyen

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## EDUCATION

### B.S. in Business Administration

Concentration in Management Information Systems (MIS)  
San Jose State University, San Jose, CA

August 2021 - Present  
Expected Graduation: 2024\*

### A.S. in Business Administration

Associate in Science in Business Administration for Transfer (ADT)  
Ohlone College, Fremont, CA

January 2018 – May 2021

**Relevant Coursework:** Managerial Accounting, Financial Accounting, Business Law, Principles of Economics, Interpersonal Communication, Python

## ACHIEVEMENTS

Certificate of Achievement in Accounting  
Ohlone Community College District

May 2021

## PROJECTS

### Strategic Marketing Project, SJSU

- Led a team of 5 that established and managed a company that was responsible for developing and test marketing an exclusive line of bicycles into select international markets
- Administrated as overall leadership and brand management by organizing and assigning work and delivering on customer needs through brand design of target segments

Spring 2022

### Press Release and FAQ Project, SJSU

- Collaborated with a team of five students designing a press release of an FAQ to the public related to the vision of the future state of a company's growth.

## EXPERIENCE

### Community Service Worker, John F. Kennedy High School Fremont, CA

April 2018

- Recorded at least 100 hours of community service working diverse tasks at Walters Junior High School.
- Designed and constructed physical advertisements of assorted sizes for a classroom yard sale held by Walters Junior High School.
- Established and placed advertisements at certain designated points within the city for potential customer to see
- Demonstrated inventory skills by keeping track of items being sold and transporting items of various weight between locations for organization and management
- Mentored and trained new volunteers on their roles, making them efficient and effective in their performance in workspace
- Demonstrated customer service skills by managing transactions from customers that bought items from the yard sale

## SKILLS

**Technical:** Proficient in Microsoft Office, Google Workspace, Adobe Creative Cloud, Social Media  
**Languages:** English