

# Khushi Khasgiwala

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## EDUCATION San Jose State University

August 2021 - Present

B.S., Business Administration, Concentration in Management Information Systems (MIS) GPA 3.8

- Dean's Scholar Recipient (Fall 2021, Spring 2022, and Fall 2022)
- Leadership and Career Certification (May 2022)

**Relevant Coursework:** Computer Tools for Business, Business Programming, Financial and Managerial Accounting, Business Calculus, and Business Statistics

## TECHNICAL SKILLS

Microsoft Excel, Python Basics, Microsoft Word, Adobe Lightroom

## EXPERIENCE

### Sales Representative, Om Collections, San Jose, CA

August 2017 - Present

- Marketing and Advertising inventory and information about upcoming booths.
- Working closely with clients to meet their ideal clothing pieces.
- Purchasing new stock to be up to date with the latest clothing styles.
- Setting up products and selling products to customers at event booth.
- Handling the cash register and finance

### Summer Camp Counselor, Steve and Kate's Camp, Cupertino, CA

June 2022 - August 2022

- Actively leading and supervising groups of 20-30 campers (ages 4-12) while they explore their creativity through daily arts and crafts projects.
- Encouraging campers to make decisions for themselves.
- Facilitating daily arts and crafts projects, making connections with kids, and monitoring for safety and wellness.

### Summer Camp Counselor, Steve and Kate's Camp, Sunnyvale, CA

June 2023 - August 2023

- Providing tours to parents and checking in campers daily
- Leading daily arts and crafts while managing 20-30 campers
- Helping with camper lunches and monitoring for safety and wellness
- Working with a team of counselors and directors to ensure camp runs smoothly by brainstorming improvements and new camp ideas.

## VOLUNTEER EXPERIENCE

### The Art of Living

- Making and packing lunch for the homeless every first Sunday of the month.

### Care for Children

- Raising funds for building schools in parts of India where there is a lack of access to education.
- Volunteer team lead at the annual Mother's Day event.

### Thinking of You Project

- Made homemade cards to show appreciation for nurses and doctors during the pandemic.

### American Cancer Society

- Spreading cancer awareness and raising funds at the Relay for Life and Light the Night walks.