

# KAILEY MAGAÑA

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## Education

**B.S. Business Administration, Concentration: Management Information Systems.** Expected Graduation: May 2027  
San Jose State University, San Jose, CA

- Related Coursework
  - Introduction to Business Programming, Systems Analysis and Design, Computer Tools for Business, Networking and Data Communications, Database Management Systems, Global Dimensions of Business, Professional and Business Ethics, Fundamentals of Management and Organizational Behavior, Legal Environment of Business

## Project Experience & Leadership

**System Analysis Case Study, BUS4 110B Systems Analysis and Design** August 2025 - December 2025

- Created an information system (IS) project plan for a small business located in San Jose
- Lead a team of five in developing a prototype solution to enhance their pick-up service
- Executed project using an agile Scrum framework to create different proposals and deliverables
- Utilized tools, such as Jira, Lucidchart, and n8n, to efficiently improve the business's pick-up service

**CommUniversity, SJSU**

October 2023

- Coordinated and worked with a team to give English-learning high school students a tour of the SJSU campus
- Created a Word document outlining key facts and information about SJSU, distributing it to each team member to ensure consistency in communication
- Delivered information in Spanish and English about the SJSU campus, fostering relationships with diverse student groups and demonstrating strong interpersonal and communication skills
- Assessed and analyzed student engagement, identifying key factors that impacted participation and improving the tour experience through strategic planning
- Led and collaborated with a team of five to plan and execute a final group project, resulting in a successful outcome (A), highlighting organizational and time management skills

**Student Equity Council, East Side Union High School District**

August 2021 - May 2023

- Led a team to implement a community-focused project, improving school facilities and contributing to positive changes within the local community
- Organized and planned monthly meetings as Vice President, demonstrating strong leadership and effective communication skills to ensure smooth meetings occurred
- Presented and discussed our team plan to the East Side Union High School District Board of Trustees, advocating for improvements to school facilities
- Contributed 100+ hours to the project, resolving issues and delivering improvements to school facilities

## Skills

- Guest Experience: Warm, welcoming demeanor with strong interpersonal skills
- Languages: Biliterate in English and Spanish
- Technology: Proficient in Microsoft Office (Word, Excel, and PowerPoint), Google Workspace, Canva, Zoom), Google Colab, Jira IT Technologies: Agile/Scrum, Lucidchart, and n8n
- Retail Readiness: Detail-oriented, adaptable to changing demand, strong time management