

Lauren Jhong

Candidate for B.S. in Business Administration with emphasis in Management Information Systems

Personal Info

Address: 1358 Briones Court, Pleasanton, CA

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Computer Skills

- ❖ Google Docs, Microsoft Word, PowerPoint, Google Sheets, Google Slides
- ❖ Programming C++, Python

Skills & Abilities

- ❖ Motivated and can-do attitude to get duties done
- ❖ Bilingual - speak English and Spanish
- ❖ Excellent time-management skills
 - 20+ hours of swim practice on top of school work
 - Woke up at 4am every other day for swim practice for 3 years
- ❖ Collaborative and accept feedback
- ❖ Work well with diverse groups, as family comes from diverse backgrounds (South American, Asian, and American)
- ❖ Extensive water experience
 - Thirteen years of year round aquatic experience including surfing, swimming, and water skiing

Awards & Recognition

- ❖ Inspirational Award (2013, 2021, 2022)
- ❖ Character trait of Compassion Honor (Middle College High School 2021)

Education

San Jose State University (August 2022 - Present)

- ❖ Working towards a B.S. in Business Administration, emphasizing in Management Information Systems
- ❖ Admitted with Honors & College Credits
- ❖ President's Scholar (Fall 2022 & Spring 2023)

Las Positas Middle College Program - H.S. juniors & seniors

(Aug. 2020 - May 2022, class of 2022, 3.77 GPA)

- Math - Algebra II, College Algebra, Trigonometry, Calculus 1
- College and Career Educational Planning
- Fundamentals of Computer Science
- Marketing
- Computer Information Systems
- ❖ Dean's List Recipient at Las Positas College as a high school student (Fall 2021 & Spring 2022)

Amador Valley High School (August 2018 - May 2020)

- ❖ Freshman & Sophomore years
- ❖ Four years of Varsity Swimming

Work Experience

Mechanical Engineering Department at SJSU (November 2022 - Present)

Student Assistant

- ❖ Respond to emails and answer ME student questions
- ❖ Update ME website

Whole Foods (October 2022 - September 2023)

In Store Shopper

- ❖ Package and deliver online and pickup orders

Swim Coach (June - July 2019, May - August 2022)

Close family friends

- ❖ Assessed and helped with technique and swim skills

Valley Humane Society (August 2021 - January 2022)

- ❖ Volunteer at Valley Humane Society to help care for dogs

AVID Tutor (September 2021 - December 2021)

Middle College High School

- ❖ Assisted students with Algebra II, College Algebra, and Trigonometry
- ❖ Helped students develop skills to succeed
- ❖ Explained concepts in ways that allowed students to better understand

Teaching Assistant (August 2017 - June 2018)

Harvest Park Middle School, Pleasanton, CA

- ❖ Corrected student papers
- ❖ Organized classroom and mentored students on a day to day basis
- ❖ Imputed student grades into online grading system