

Mason Tatlonghari

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OBJECTIVE

Seeking a full-time remote internship with Voya.

EDUCATION

B.S., Business Administration, Concentration in Management Information Systems December 2024

San Jose State University, San Jose, CA, GPA: 3.65

Related Coursework: Introduction to Business Programming, System Analytics and Design, Introduction to Marketing

PROJECT EXPERIENCE

Case Study ESS Project, SJSU September 2022 - December 2022

- Analyzing current situation of a failing company and providing 2 possible solutions.
- Creating a fishbone diagram to help establish cause of problem.
- Scheduling group meetings with team to provide solutions to problem.
- Dividing work without complaint among team members and formatting final draft on Microsoft Word.

EXPERIENCE

Head Instructor, Mach Martial Arts, Pleasanton, CA November 2018 - November 2021

- Instructed classes with over 20+ students to teach discipline and Taekwondo skills.
- Led instructor team of 15 to train over 200+ student athletes looking to improve skills in Taekwondo.
- Tracked student attendance by creating a list of expected students and making notes if any did not arrive.
- Tracked and organized inventory of uniforms and belts and made sure facility did not run out of any gear.
- Supervised membership fees using Google Sheets to timely request and collect fees from students' parents.
- Managed money from gear purchases and event tickets and made sure correct amounts were provided.
- Greeted over 200+ students and parents by name.

Creative, Critical, Communicative Club President, San Ramon, CA XXXX-XXXX

- Managed 5 teams of 4 and presented different difficult open ended problems.
- Judged the different solutions and offered other methods of coming to similar solutions.
- Learned how different people think when presented with the same or similar problem.

SKILLS

Technical: MS Word, MS Excel, MS Powerpoint, Zoom, Google Suite, Spyder, Eclipse

Coding Languages: C++, Python