

Noel Hjalmarson

Los Gatos, CA 95032 | (408) 455-3002 | noelhjalma@gmail.com | [linkedin.com/in/noelhjalmarson](https://www.linkedin.com/in/noelhjalmarson)

EDUCATION

B.S., Management Information Systems

San Jose State University, San Jose, CA, GPA 3.8

June 2025

A.S., Business Administration & Economics

West Valley College, Saratoga, CA, Honors Program Graduate

June 2023

CERTIFICATIONS

- Google Project Management, Professional Certificate, Coursera
- Python Data Structures, Coursera
- Programming for Everybody, Coursera

In progress

August 2022

July 2022

PROJECT EXPERIENCE

GymSync, SJSU

August 2023 - Present

- Spearheading a project with 6+ stakeholders from various cross-functional teams by utilizing project management processes such as agile project management, PERT, network diagrams, and project planning
- Designing an information system to enhance gym-goer retention rates by 25% by creating personalized workout plans
- Facilitating collaborative sessions to construct detailed data flow diagrams and Lucidchart case diagrams, enhancing team communication and expediting project advancement by 15%
- Optimizing GymSync's cost structure by leveraging AWS cloud services, resulting in cost reductions of up to 31%
- Establishing an agile project management approach improving accountability, leading to 10+ project deliverables being delivered ahead of schedule

WORK EXPERIENCE

Food service worker, Poke House Inc, San Jose, CA

August 2023 - Present

- Maintaining high standards of customer service during high-volume, fast-paced operations
- Delivering unmatched customer service during peak hours while facing a huge influx of customers, elevating customer satisfaction, and reducing wait times by 20%
- Applying knowledge of safety and hazard management and maintaining a safe working environment by ensuring company policies and procedures are followed, resulting in a 40% reduction in workplace incidents

Packaging and Shipping, All Fab Precision, San Jose, CA

June 2021 - August 2021

- Communicated with 4+ cross-functional teams to achieve delivery of sheet metal products on time
- Trained new hires, resulting in a seamless integration of new team members and consistent adherence to company guidelines, thereby improving overall operational efficiency
- Led the reorganization of the workplace layout, optimizing packaging and shipping processes for greater efficiency

SKILLS

Languages: English, Python, Japanese

Technical: Proficient in Google Applications, Project and Product Management (Asana, Monday, Project planning, Mapping project timelines, Gantt charts, Agile Management)

ACTIVITIES

Member: Management Information Systems Association (MISA), SJSU, San Jose, CA

August 2023 - Present

