

Phone Pyae Aung

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Education

B.S., Management Information Systems

May 2026

San Jose State University, San Jose, CA, GPA: 3.6

Relevant Coursework: Database Management Systems (Fall 2024)

- Learned key concepts in database design, management and Implementation
- Gained hands-on experience with SQL and relational databases

Associate Degree, Science

July 2024

De Anza College, Cupertino, CA, GPA: 3.7

Job Experience

Technical Assistant, De Anza College ETS Department, Cupertino, CA

January 2024 – June 2024

- Managed and maintained storage inventories using Microsoft Excel to track surplus items.
- Configured and deployed computers for professors and faculty members
- Trained new employees with handling software and inventory management.

Security Assistant, De Anza College Police Department

September 2023 – December 2023

- Provided front desk support assisting over 20 visitors a day with directions, handling lost and found inquiries and offering general information about the college campus rules and regulations
- Conducted patrols across campus parking areas, enforcing regulations and issuing citations for parking violations to ensure compliance and campus safety
- Handled opening and securely locking buildings across the campus, ensuring faculties were properly accessible during operational hours

Dining Assistant, (also cashier) De Anza College Cafeteria

September 2022 – June 2023

- Carried in daily operations of college cafeteria, including food preparation, serving students and staff, and ensuring smooth and efficient dining experience
- Operated cash register, processed transactions, and provided excellent customer service, ensuring accuracy in handling payments and maintaining positive attitude

Volunteer Experience

International Education Fair Volunteer, Crown Education, Yangon, Myanmar

May 2021 – June 2021

- Advised over 100 students and families by providing information about universities abroad
- Collaborated with university representatives to ensure accurate and up-to-date information was available for fair attendees

Skills

Languages: Bilingual in English and Burmese

Computer: Proficient in Microsoft (Word, Excel, PowerPoint), Google Apps (Sheets, Slides, Docs, Meet), Social Media (Facebook, Instagram), and Zoom.

Activities

Member, Management information system association, SJSU

September 2024- Present

Member, Palgorithm, Python game development club, De Anza College

January 2023 – June 2024