

Vlada Leontyeva

East Palo Alto, CA 94303 | vlada.leontyeva.1@gmail.com | (650) 335-5232 | linkedin.com/in/vlada-leontyeva

EDUCATION

B.S., Business Administration, Concentration in Management Information Systems (MIS)

Expected May 2027

San Jose State University, San Jose, CA, GPA: 3.9

Relevant Coursework: Fundamentals of MIS, Systems Analysis & Design, Networking & Data Communications, Fundamentals of Operations Management, Business Communications

SKILLS

Technical: Google Suite, Microsoft Office, iOS, Android, Windows OS, macOS, Canva, Python, PyCharm, Visual Studio Code, Visual Studio, LucidChart, SQL, Slack, Jira, Discord

Professional: Team Collaboration, Communication, Adaptability, Problem-Solving, Event Setup & Logistics

Languages: Bilingual in English and Russian

PROJECT EXPERIENCE

Food: Prep, Cook, Serve Volunteer, Slavic Festival, San Francisco

January 2026

- Provided front-line support in a fast-paced, high-volume environment, serving guests
- Coordinated between service and backend teams to resolve delays
- Identified workflow bottlenecks during peak demand and suggested adjustments to improve the workflow
- Trained incoming volunteers, ensuring smooth task handover of work

MISA Events Committee Member, SJSU

October 2025 - December 2025

- Coordinated event logistics and assisted with setup, earning "Most Dedicated" recognition for consistent contributions
- Proposed and co-developed ideas for student socials, such as interactive games that boosted engagement at events
- Co-hosted and facilitated events, making announcements, guiding activities, and supporting event flow
- Collaborated with committee members to execute well-organized and meaningful events

Macro-Environment Analysis (Business Project), SJSU

August 2025 - December 2025

- Conducted a PEST analysis of South Korea's fried chicken industry, evaluating political, economic, social, and technological factors that shape business opportunities
- Led a team of 4 to research and synthesize findings using credible sources, producing a comprehensive report
- Identified how technology infrastructure creates a competitive advantage for businesses

Event Logistics Volunteer, Silicon Valley Pride

September 2025

- Translated site maps into real-world layouts in a team of 3, coordinating booth setup and event flow for a large festival
- Planned and executed logistics under time constraints, preparing a smooth launch to the event
- Completed and applied de-escalation and safety training techniques to maintain a welcoming and secure environment

EXPERIENCE

Big Lift Inspiring Summers (BLIS) Facilitator, San Mateo County, CA

May 2025 - July 2025

- Coordinated and managed classroom activities for 20+ students and adapted daily schedules to unexpected changes, ensuring learning goals were consistently met
- Designed and facilitated diverse literacy games, STEAM projects, and team-building events that increased engagement
- Collaborated with staff to address challenges in the classroom, maintaining a positive learning environment

CompTechS Lab Training Program, De Anza College, Cupertino, CA

January 2024 - April 2024

- Installed, supported, and troubleshooted laptops for students, improving digital access for low-income learners across campus
- Applied hands-on technical skills to problem-solve and reduce device downtime for students and staff directly
- Partnered with other interns to troubleshoot and assist users with varying technical knowledge, improving support efficiency

ACTIVITIES

General Member, Marketing Association (MA), SJSU

February 2026 - Present

General Member, Management Information Systems Association (MISA), SJSU

October 2025 - Present

Concert Choir Member, SJSU

September 2025 - December 2025