

# INFORMATION SYSTEMS STUDENT SAMPLE RESUME

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## Education

### University of Utah, David Eccles School of Business

Salt Lake City, Utah

Bachelor of Science, Information Systems

May 2009

- University of Utah Dean's List, 3.7 GPA
- National Society of Collegiate Scholars
- University of Utah Honors Program

2005 – 2008

2008

2007

## Skills Summary

HTML

JAVA

SQL

Process Analysis

JSP

Oracle

Computer-based Auditing

Data Mining

Data Storage

Systems Analysis

XML

Object Oriented Analysis

Data Warehouse Systems

E-Business Concepts

Business Intelligence Systems

Windows Operating System

UNIX

TCP/IP

## Professional Experience

### Smith Realty

2007 – present

Web Analyst Intern

Salt Lake City, Utah

- Design and analyze client web database for large regional realty company
- Coordinate with sales team to develop an in-depth database structure which successfully organized client preferences in order to match potential listings in a timelier manner
- Develop web-based technologies allowing the clients to view properties at their convenience
- Evaluate website and web resources to ensure that the highest quality service was provided to our Realtors and home buyers

### The Marshall Organization

2004 – 2007

IT Support Desk

Salt Lake City, Utah

- Provided front-line information technology support to a company of 300 employees in 3 local offices
- Streamlined customer support call routing procedure which allowed us to decrease customer wait time by 15%
- Coordinated with vendors for equipment repairs and replacements, including computers, printers, and other devices
- Maintained exceptional standards of customer service, receiving the "Customer Excellence" award two consecutive years

## Leadership Experience

### Information Systems Student Club, University of Utah

2007 – present

Activities Vice-President

Salt Lake City, Utah

- Schedule guest speakers from the University of Utah, David Eccles School of Business, and local Information Systems companies for 14 weekly meetings
- Recruit new members through classroom presentations and word-of-mouth advertising