Maria Veletzos

Phone Number | Email | City, State | LinkedIn URL

Education

West Virginia University | Morgantown, WV — May 20XX
Bachelor of Science in Business Administration — GPA: 3.85
Major: Management Information Systems
Minor: Business Cybersecurity

Technical Skills

Google Analytics, Microsoft Office 365, Azure DevOps Services & Access, HTML, JAVA, SQL, R, C#, Python, Raspberry Pi Modification, ASP.Net, XAML, TCP/IP, WireShark, Tableau

Professional Experience

Sensus | Uniontown, PA — May 20XX-August 20XX
Verification Integration Engineer - Intern

- *[Begin with action verb; focus on your accomplishments/results and how you added value to the origination]*
- Built and maintained SQL scripts, indexes, and complex queries for data analysis
- Performed Quality Assurance testing on SQL Servers
- Modeled a new database schema and implemented a data mitigation for a legacy system

Undergraduate Project

Appalachian Prison Book Project — Spring 20XX

- *[Bullets should begin with a description of the project, following bullets will relate to tasks/results]*
- Assisted a local organization with a multi-semester project using Azure DevOps to apply agile project management practices.
- Collaborated with a four member team to develop and manage various branches of the project.
- Utilized various web applications including VS2018, SQL Server Management Studio 18, .NET Framework 3.0, ASP.NET, C#.Net, MVC, and HTML

Work Experience

John Chambers College of Business | Morgantown, WV — January 20XX-Present
Computer Support Technician

- *[Begin with action verb; focus on your skills gained in the position and how you added value to the origination]*
- Staff the help desk office to offer walk-in support and answered phone calls
- Perform software and hardware installations and repairs whenever needed
- Manage an average of 150 support tickets weekly through a web and email-based issue tracking system

Neidermeyer Scholar — August 20XX-Present

- Provide supplemental instruction to students in Economics 201 through the AeSC Center
- Conduct weekly review sessions with 30-40 students and hosted office hours to assist students with homework, test preparation, etc.
- Attend training sessions with faculty members to discuss student engagement and retention

Personal Project

Food Delivery Application

- *[Bullets should begin with a description of the project, following bullets relate to skills gained & tasks completed]*
- Creating food delivery application for local restaurants using UX Design Processes and Google UX Design through Coursera
- Utilize unit tests in Visual Studios to test user functionality before deployment.

Involvement & Honors

- Management Information Systems Association (MISA), *President* — August 20XX-Present
  - Planned and hosted Annual MISA Hackathon Competition — February 20XX
- Collegiate Gaming Club, *Member* — August 20XX-Present
- Deloitte Consulting Case Competition, *Participant* — March 20XX