Aarez Ali Momin

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EDUCATION

The University of Texas at Dallas - Bachelor of Science in Computer Science   August 2022 – Present

EXPERIENCE

Joytime LLC - *Information Technology Intern*   June 2023 - August 2023
- Presented project plan, schedules, risks and issues to stakeholders using MS Visio and MS PowerPoint
- Participated in SQL training program to gain understanding of creation and manipulation of database
- Documented meeting notes, action items, and key takeaways during client calls to support team members
- Shadowed senior analysts during meetings to gain valuable insights into day-to-day responsibilities and tasks

Exin Security Systems - *Information Technology Analyst Intern*   January 2023 - May 2023
- Built complex analytical reports and gathered data to support strategic decision-making processes
- Provided support to technical team by addressing user inquires and proposing solutions for the issues
- Analyzed and manipulated data using MS Excel to identify trends, patterns, and areas of improvement
- Brainstormed and participated during strategy development sessions to analyze client challenges

Walgreens - *Sales Representative*   June 2022 - August 2022
- Resolved customers' issues and delivered delightful customer experience by meeting their expectations
- Operated cash registers and managed cash transactions such as returns, refunds, and exchanges
- Supervised new team members and front-end department activities during rush hours
- Consulted customers with their purchases and guided them with assistance for a pleasing checkout

LEADERSHIP EXPERIENCE AND PROJECTS

Ismaili Muslim Student Association at UT Dallas (IMSA) - *Finance Executive Officer*   August 2023 - Present
- Track Income/Expense reports through Microsoft Excel and ensure detailed records of the total revenue
- Work with president and board members to establish relationships with other organizations on campus
- Collaborate with the fundraising chair to raise over $600 in fundraising and over $900 in membership fees

Austin Ismaili Community Engaged-in Responsible Volunteering (I-CERV) - *Assistant Coordinator*   May 2018 - Present
- Responsible for coordinating events such as food collection, blood drives, and helping at COVID-19 sites
- Utilize leadership skills and knowledge by assisting the management team in arranging over 20 events
- Collaborate and delegate duties to team members to increase productivity and improve efficiency

HTML/CSS/JS Portfolio Website Project   January 2024 - Present
- Actively working on developing an interactive portfolio website to present relevant programming expertise
- Utilize programming languages such as HTML, CSS, and JavaScript to enhance web development skills
- Debug errors by inspecting the code and by adding comments above tags to keep track of the code

CERTIFICATIONS

Meta Introduction to Back End Certification   March 2024
- Showed ability to outline concepts in UI frameworks such as Bootstrap and React

Meta Introduction to Front End Certification   March 2024
- Constructed a responsive webpage using HTML, CSS, and Javascript

Adobe Design Specialist Certification   April 2022
- Demonstrated mastery in Visual Design through Adobe Illustrator

GreatLearning Data Structures and Algorithms in Java Certification   January 2024
- Demonstrated understanding of recursion in depth

ADDITIONAL INFORMATION

Computer Skills: MySQL, Visual Studio, System Testing, React, Node.js, Eclipse, Code::Blocks, Xamarin, Microsoft Visio, Microsoft Excel, Microsoft PowerPoint, Microsoft Access, Microsoft Dynamics

Programming Languages: Java, C++, Python, HTML, CSS, JavaScript, SQL