Jaspreet Summan

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OBJECTIVE

Seeking full-time, entry-level positions as Business Analyst or Business Intelligence in order to start my IT career.

EDUCATION

B.S. Business Administration, Management Information Systems, December 2020

San Jose State University, San Jose, CA, GPA:3.3

Certifications: Project Management Foundations – LinkedIn Learning, November 2020

Relevant Coursework: Big Data, Systems Analysis and Design, Business Strategy and Information Systems, Fundamentals of Management Information Systems, Strategic Management

PROJECTS

Yelp Dataset Project, SJSU, Fall 2019

- Analyzed a Yelp dataset for patterns regarding the incidents of reviews that were open on the weekend measured against restaurants that are closed on the weekends
- Collaboratively worked with a team of 4 to successfully discover meaningful patterns within a given dataset and yield insights into the relationship between the days a restaurant is open and the day the review gets written on

Inventory Management System Implementation Project (Project Manager), Campbell Union School District, Campbell, CA, Spring 2019

- Improved the efficiency of the storage room inventory process by streamlining the check-in and check-out processes
- Tracked the inventory's logistics including: item location, count, status, description, etc. This saved inefficient allocation of work hours and dollars spent on misplaced inventory items
- Implemented a web-based reservation system that provides accurate, immediate information on the current status of inventory, as well as the scheduled availability of those items

EXPERIENCE

Intern- Director of Business Development, FamilyMatch, Santa Clara, CA, February – June 2020

- Defined roles within the Business Development Department in order to begin hiring employees
- Interviewed and hired assistants to carry out business development tasks
- Oversaw meetings to guide the development of the business
- Researched and organized a focus group in order to conduct a survey regarding the website's layout
- Revised the company website for areas to improve, grammatical errors, and other mistakes

SKILLS

Python, Visual Basic, Tableau, Apache Spark, SQL, Java, Salesforce, Databricks, Jupyter, UML, Systems Analysis, Agile Methodology, Data Analysis, Implementation Planning, Project Management, Operations Management, Supply Chain Management, Business Strategy, Information Systems, Accounting, Finance, Marketing, Management, Customer Service, Excel, PowerPoint, Public Speaking, Writing, and Communication