

# Andres Perez

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## EDUCATION

### Texas A&M University – Central Texas

December 2023

*Bachelor of Science in Computer and Information Systems*

*Killeen, TX*

- Relevant Coursework: Linear Algebra; Operating Systems; Discrete Structures; Object-Oriented Programming.

### Montgomery College

December 2021

*Associate of Arts in Business Administration*

*Rockville, MD*

- Dean's List Fall 2019, L.A.U Club (Vice-President), and participant of the Raptor Tank 2020.

## WORK EXPERIENCE

### The SLMG Brand Management Group

Oct. 2023 – Present

*Website Management Intern - Remote*

*Cleveland, OH*

- As a Web Manager intern, I follow the required project life cycle discipline, W3C and Section 508 for web pages.
  - Implemented a high attention to detail ensuring website functionality and aesthetics.
  - Conducted web maintenance, reducing downtime, and ensuring optimal website functionality.
- Created a customized theme using Wix studio, JavaScript, and HTML/CSS for use on SLMG'S intranet.
- Designed web content marketing plans; managed content from development through execution for assigned segments.

### Downtown Silver Spring Pediatrics

May 2020 – Dec 2021

*Help Desk Intern*

*Silver Spring, MD*

- Collaborated with Systems Administration and Network Infrastructure groups to manage ECW, active directory; Files, PXE, exchange servers, mailing lists, and wiki spaces.
- Trained with Computer Support Technicians and ECW agents to provide exemplary end-user support.
- Successfully provided remote assistance, contributing to a 20% reduction in on-site support requests.

### RMG Construction INC.

Dec 2019 – Mar 2020

*Office Manager Assistant*

*Rockville, MD*

- Created, set, and managed the general operations contracts, payroll, and project invoices from \$50,000-\$200,000.
- Expanded target market for customer acquisition, improved customer satisfaction, and increased demand by 20%.
- Completed a minimum of 40-50 cold calls and emails per day to generate new leads and book appointments.

## PROJECTS

### Own Portfolio || [Link](#)

Nov 2022

- Designed a functional and interactive portfolio with my case studies using Wix Velo, HTML, CSS, and JavaScript.

### UMD College Park Makeathon (UX/UI designer) || First Place

Dec 2021

- At the University of Maryland, I worked with an agile scrum team to help Visa design and implement a cashless system for small and minority owned enterprises.
- Designed wireframes, flowcharts, prototypes, and mockups for mobile devices using Figma, Adobe, and other vector graphic editors.
- Conducted survey and quantitative analysis to understand customer sentiment and purchasing trends.

### Montgomery College Shark Tank || Best 10 projects

May 2020

- Spearheaded the development of a minimum viable product (MVP), O.P.B. an app that allows users to collect only coins through N.F.C (Near Field Communication).
- Conducted in-depth market research on consumer trends and competitor analysis of features.

## SKILLS & INTERESTS

- **OS and Software:** Windows, Linux, Adobe Creative Cloud, Figma, Cisco Packet Tracer, Autodesk, Visual Studio.
- **Programming languages & Technologies:** JavaScript, SQL, HTML, CSS, Python (Beginner).
- **User Experience:** Web Design, Visual Design, User Interface Design, Usability, Testing, Prototyping.
- **Tutoring:** Provided one-on-one private tutoring services for high school students in subjects including Math and Spanish.
- **Languages:** English, Spanish, Italian, German (Beginner).
- **Interests:** Volunteer for the 4ATXFoundation; Sustainability, Soccer, Music, Traveling, Fishing.