

THRITY BHARUCHA

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Open-minded and energetic Information Systems Technologist who is eager to learn and make an immediate impact. A team player with strong analytical and communication skills.

EDUCATION

University of Houston, Houston, TX

2001-present

Bachelor of Science expected May 2003
Major: Information Systems Technology
Minor: Anthropology
GPA: 3.45/4.00

Houston Community College

2000-2001

Associates Degree in Technology

WORK EXPERIENCE

Splash Car Wash (via University of Houston), Houston, TX — Web Developer

2003-present

- Provided subsidized web site development as part of UH *practicum* coursework.
- Developed design for the company's first ever web presence.
- Website to include price quotes, client profiles, and corporate information.

University of Houston, Houston, TX — Teacher's Assistant, Technical Communications

2002-present

- Maintained course web site.
- Graded student assignments and exams; tracked and calculated cumulative grades.
- Answered student questions pertaining to coursework.

University of Houston, Houston, TX — Technical Support Assistant

2001-2002

- Provided technical assistance to students and faculty using the computer lab.
- Installed and updated computer configurations, networks, and software.
- Diagnosed and remedied problems with lab computers.

Houston Community College, Houston, TX — Assistant Secretary, IST Department

2000-2001

- Fielded visitor and phone inquiries to the Department of Information Systems Technology.
- Maintained meeting room availability database.
- Prepared invoices for departmental services.
- Maintained and filed student records.
- Organized, advertised, and coordinated department meetings and social events.

St. Mary's High School, Quetta, Pakistan — Substitute Teacher

1998-1999

- Taught several elementary school classes.
- Provided creative ideas to improve the curriculum.

TECHNICAL SKILLS

Software Proficient with Word, Excel, Access, PowerPoint, and Dream Weaver. Experience with SQL Server and QuarkXPress.

Languages Experience with SQL, Visual Basic, HTML, XHTML, XML, and Flash.

Platforms Proficient with MS Windows 95/98/NT/2000/XP

AWARDS AND ACTIVITIES

UH Deans List ('01-'03); National Dean's List ('02); Metha Merit Scholarship ('02); IST Networks ('03)