Leroy Billups III
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Education

The Pennsylvania State University **Exp:** May 2018
Bachelor of Arts in Telecommunications **GPA**: 3.01
Minor in Information Science Technology

Study Abroad Experience

Central European University, Budapest, Hungary March 2017
Hungarian Politics

Masaryk University, Brno, Czech Republic May 2017
Global Communications

Relevant Experience

IST Consultant Group, University Park, PA January 2015- May 2015
Web Consultant

- Coordinated with other service groups to develop valuable cross-functional solutions
- Revamped clients websites to their specific needs to boost user engagement
- Provided IT assistance to student organizations on campus
- Congregated requirements from clients to develop project proposals

ITS Student Services, University Park, PA May 2015-Present
Lab Consultant

- Enforce computer policies around numerous labs on Penn State campus
- Troubleshoot Microsoft OS
- Utilize ServiceNow to manage incidents for mobile devices
- Consult users about best practice principles to ensure better student experience

Project Management Mock Case Study, University Park, PA September 2017-Present
Project Specialist

- Define functional and nonfunctional requirements with regards to IT banking infrastructure
- Draft executive summary that articulates goals and requirements for the project
- Formulate work breakdown structures through Microsoft Project

Advance Telecom Management and Leadership, University Park, Pa September 2017-Present

- Analyze various cases that pertain to theories of management
- Design SWOT analysis to help conduct evaluations for companies
- Manage priorities effectively and work collaboratively within a team.

Activities

Student Minority Advisory Recruitment Team, University Park, PA September 2016-Present
Activities Committee Chair

- Planned events to help generate student membership
- Promoted Penn State values through informational tours
- Served as a liaison between staff and the diverse student body to ensure high retention rates