

WAI KWONG (CHARLES) LEE

(way-kong)

Linkedin.com/xyz | Columbus, OH | 614-353-5555 | lee.9999@osu.edu

EDUCATION

The Ohio State University

Bachelor of Arts, Computer and Information Science

Columbus, Ohio

May 2027

The University of Hong Kong, Pokfulam,

Bachelor of Science, Major in Chemistry

Hong Kong

May 2024

RELEVANT SKILLS

Capstone Design: Game Design and Development | Software Engineering | Java | JavaScript | HTML | CSS | C/C++ | Unity | Python | Ruby | Adobe Photoshop, Illustrator, Dreamweaver| Microsoft Office Suite

RELEVANT EXPERIENCE

Arts and Sciences Technology Services Office

Service Desk Student Assistant

Columbus, Ohio

January 2025 - Present

- Perform troubleshooting, providing excellent customer service to staff and faculty across the university
- Install software and upgrades, promptly communicates with technology staff via Microsoft teams

AirWaves, Inc.

IT Intern

Lewis Center, Ohio

Summer 2025

- Installed anti-virus/spyware software for better protection and to optimize cybersecurity
- Developed, implemented, and managed two separate company websites
- Installed/upgraded computer hardware and software; performed data backup/server maintenance

ADDITIONAL EXPERIENCE

North Commons Dining Hall, The Ohio State University,

Cashier and Student Worker

Columbus, OH

Sept. 2024 - Present

- Operate cash register and balance register according to policy and procedures
- Interact with customers in a friendly, professional manner
- Perform accuracy checks for register range between 97-100%; top rank among part-time staff

VOLUNTEER AND LEADERSHIP EXPERIENCE

English Conversation Partners Program

Participant

Remote

June 2024 - Present

- Engage in conversation to maximize English skills and to enhance knowledge of the U.S. culture
- Work with international students to understand how to better speak and write English

OSU International Students Association

Vice-President

Columbus, Ohio

April 2024 – June 2025

- Collaborated with other campus organizations to increase awareness of cultural events on campus by distributing flyers, social media and speaking during club meetings
- Learned strategies for communicating effectively when project goals were unclear