

Kenia Montserrat Salgado

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Academic Background

SAINT XAVIER UNIVERSITY, Chicago, IL

Expected May 2026

B.S in Computer Science, minor in Graphic Design and Game Design, GPA 3.5

SKILLS

Data & Research: Data entry, data cleaning, data verification, online research, data accuracy, Excel, Google Sheets

Technical: Java, JavaScript, Python, PHP, Node.js, MySQL Express, MySQL,

Administrative & Tools: Microsoft Office (Excel, Word, PowerPoint, Outlook), ticketing systems, database management, records management, calendar coordination

Interpersonal: Bilingual (English/Spanish), professional communication, cross-functional collaboration, confidentiality, customer service

Relevant Coursework: Data Structures, Database Design, Web Development I & II, Programming I & II, UX Design, Systems & Organization, UI/UX Design coursework +

Experience

Cristo Rey Jesuit High School,

Chicago, IL

Assistant Track & Field Coach

Mar 2026 – Present

- Coach boys and girls track & field athletes across sprint, distance, and throws events, developing individualized training plans that build technical skill, character, and confidence.
- Collaborate with the head coach and staff to design and execute practice plans aligned with current coaching and training methodologies.
- Mentor a diverse student-athlete population — many of whom are first-generation college-bound — fostering a supportive, empowering team environment consistent with the Jesuit whole-person development model.
- Leverage bilingual (English/Spanish) communication skills to engage effectively with student-athletes and families from Spanish-speaking communities across Chicago's southwest side.

Saint Xavier University,

Chicago, IL

IT Repair Agent/Front Desk Support,

August 2025–Present

- Assist students, faculty, and staff with technical difficulties by creating and managing support tickets.
- Collaborate with multiple departments to escalate and resolve complex cases efficiently.
- Provide front-desk support, resolve hardware/software issues, and escalate complex cases as needed.
- Entered, updated, and maintained accurate records in a ticketing/database system, ensuring complete documentation of issues and resolutions; Assisted with email communication and follow-ups, maintaining professional and timely responses
- Conducted online research (Google, internal docs, vendor sites) to troubleshoot and verify technical information
- Reviewed and cleaned data for accuracy, identifying inconsistencies and correcting errors
- Managed and tracked high-volume data entries with strong attention to detail and organization
- Verified user and system information while maintaining confidentiality and data integrity

Saint Xavier University,

Chicago, IL

Teaching Assistant,

August 2024–January 2026

- Assisted the professor in delivering course material for Introduction to Computer Science 112 and Computer Science 206, supporting lectures, discussions, and in-class activities. Tutored students individually and in small groups to reinforce learning objectives and improve academic performance.
- Prepared and organized instructional materials, handouts, and digital resources for classroom use.
- Provided technical support for classroom technology, including projectors, learning management systems, and online platforms.

LA Fitness,

Chicago, IL

Front Desk Operations,

July 2023–Present

- Assist guests and members with accessing and navigating the LA Fitness mobile app for class scheduling, account management, and check-ins.
- Verify membership credentials and process guest passes in accordance with club policies.

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- Process payments and handle cash, credit, and digital transactions with accuracy.
 - Maintained and updated customer records and membership data with high accuracy
 - Verified client information and resolved data discrepancies in real-time
 - Respond to member inquiries, resolve issues, and escalate management concerns when needed.
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Projects

Stylix Fashion Full-Stack Web Application
JavaScript, Node.js, Express, MySQL

Chicago, IL
January 2026–Present

- Designed and developed full-stack web applications from scratch, including user registration systems, data management, and responsive UI — applicable to building a medical practice site with appointment info, provider bios, and patient resources.
- Experienced in building secure, accurate data-handling systems with form validation and duplicate-entry prevention — important for HIPAA-conscious web design.
- Self-directed developer comfortable working independently and meeting project deadlines, with experience collaborating across teams. Collaborated with a team of developers to build a full-stack fashion web app with dynamic routing, serving pages for Home, Designer Dashboard, User Dashboard, Login, and Registration.
- Designed a relational MySQL database with foreign key relationships and unique constraints to prevent duplicate entries.
- Implemented a designer upload system using Multer for image storage, dynamically rendering fashion items as cards pulled directly from the database.
- Built a "Liked Closet" feature persisting user-liked items to the database and displays them on the user dashboard.
- Handled form data and JSON requests server-side using Express middleware with duplicate entry prevention via SQL constraints.

Gym Day Fitness membership Full-Stack Web App
JavaScript, Bootstrap, Node.js, MySQL

Chicago, IL
April 2025–July 2025

- Developed a 5-page full-stack web application including Home, Member Registration, Check-In (with automatic date logging), and Guest Registration pages.
 - Built a responsive and mobile-friendly UI using Bootstrap and JavaScript.
 - Designed and implemented a Node.js/Express backend to handle routing, server logic, and user data
 - Created a MySQL relational database with foreign key relationships linking guests to members.
 - Added form validation and dynamic UI updates for a better user experience.
 - Ensured secure and efficient data handling for membership and attendance records.
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Leadership and Activities

Saint Xavier University,

Chicago, IL

President Cougar Code

Jul 2023 – Present

- Lead campus-wide initiatives supporting women and underrepresented students in technology, coordinating workshops, community events, and networking programming for diverse stakeholder groups.
- Collaborate with university administrators and student members to plan and execute programs effectively, demonstrating event planning and stakeholder coordination skills directly applicable to executive office support.

Saint Xavier University,

Chicago, IL

Varsity Track & Cross Country Athlete

Aug 2022 – Present

- Balances rigorous academic and leadership responsibilities with competitive athletics, demonstrating exceptional time management, discipline, and deadline-orientation.
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Honors & Awards

Sylvia M. Schlunk Award (2024), Illinois Seal of Biliteracy (2022)

Daktronics-NAIA Scholar-Athlete (2023)

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