Sarthak Pathak

📞 +1 (267) 461-2988 — ✉ sarthak.pathak@temple.edu — 🔗 LinkedIn — 🐙 GitHub — 🌐 Website — 👤 Portfolio

Education

Temple University, Fox School of Business — Philadelphia, PA
B.B.A. in Management Information Systems — Minor: Computer Science — *Expected May 2027*
– Dean's List – Fall 2023
– Relevant Coursework: Data and Analytics, Statistical Business Analytics, Quantitative Methods for Business II, Visualizing Data, Web Application Development, Financial and Managerial Accounting, Financial Management, Microeconomics, Macroeconomics, Risk Management

Technical Skills

Languages: Python, Java, JavaScript

Web: HTML, CSS, REST APIs

Data Tools: Microsoft Excel (Advanced), Tableau

Tools: Office 365, Trello, Asana

Databases: MySQL, Microsoft Access

Experience

Temple University — Office of the Vice President for Research — May 2024 – Present
ERA Junior Analyst — *Philadelphia, PA*
– Analyze and maintain multi-million dollar research funding datasets across 50+ university departments using Microsoft Access and Excel within the Electronic Research Administration (ERA) system.
– Generate and automate 15+ monthly financial and operational reports used by university leadership to monitor research funding and grant activity.
– Perform structured data validation checks on 1,000+ grant and proposal records to ensure reporting accuracy and compliance with institutional research standards.

Bajaj Allianz Life Insurance — May 2022 – July 2022
IT Intern — *Vadodara, India*
– Coordinated IT workflow operations using Trello and Asana to manage 50+ technical tasks and issue tickets across the development team.
– Assisted in documentation and tracking of server and system issues, improving troubleshooting efficiency and internal reporting processes.

Projects

German Translation Application
– Developed a modular Python application implementing structured validation and dynamic quiz logic to simulate interactive language-learning systems.
– Built reusable functions for vocabulary testing, translation checking, and automated feedback generation.

Calorify — Desktop Calorie Tracking Application
– Built a Python desktop analytics tool to calculate personalized calorie targets based on user health metrics.
– Implemented algorithm-based calorie recommendations using user weight, activity level, and fitness goals.

Loan Repayment Calculator
– Built a responsive JavaScript financial calculator to compute loan repayment schedules using formulas.
– Implemented real-time input validation and dynamic UI updates for interest rate, term length, and loan amount.

Aptitude Calculator — Exam Time Manager
– Engineered a web-based optimization tool to calculate recommended time allocation across exam sections.
– Applied probability-based logic to estimate projected scores based on time distribution strategies.

Leadership & Involvement

Leo Club International — President — 2022 – Present
– Organized community service initiatives including fundraising, volunteering, and outreach programs supporting local social causes.

Hindu Student Council (Temple University) — Vice President — 2024 – Present
– Lead planning and execution of cultural and community events while collaborating with the executive board.

Project Ashram — Social Impact Initiative — 2021 – 2023
– Contributed to volunteer programs supporting underserved communities through education and social welfare initiatives.