

JENN STUART

Austin, TX | JennStuart67@gmail.com | +1 (830) 515-6379

OBJECTIVE | Aspiring software engineer seeks Tech industry position in culturally diverse and team-driven environment. Ideally, position would blend growing programming skills with already excellent communication skills.

EXPERIENCE | **THE LAW OFFICES OF RYAN HENRY, PLLC, PARALEGAL**
SAN ANTONIO, TX

Drafted documents, maintained calendar and carried out tasks as delegated by Associate Attorney for 2-6 cases simultaneously.

| **AMERICORPS VISTA, NATIONAL SERVICE VOLUNTEER**
TACOMA, WA/ VARIOUS, LA

Term of service with national non-profit's WA offices. Developed program to engage volunteers year-round. Maintained monthly newsletter while implementing analytics which showed a 65% increase in engagement (opening email) and 43% increase in recipients with over 3,000 readers.

| **CULTURAL AWARENESS INTERNATIONAL, REGION SPECIALIST**
DALLAS, TX

Developed original content for 5-10 manuals related to the Middle East and Egypt specifically.

| **INKTANK PUBLICATIONS, ENGLISH EDITOR**
CAIRO, EGYPT

Worked in a team with Arabic speaking analysts to translate their Arabic financial articles into native English for Canadian financial publication.

CERTIFICATES | **UNIVERSITY OF TEXAS, AUSTIN, TX**
Coding- Full Stack

| **SOUTHERN METHODIST UNIVERSITY, DALLAS, TX**
Dispute Resolution and Conflict Mediation

EDUCATION | **UNIVERSITY OF NORTH TEXAS, DENTON, TX**
International Diplomacy/Arabic Language & Literature

