



Christina Kelly Matthews

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OBJECTIVE

To obtain a part-time position that will support my objective on becoming a computer science specialist. Specifically looking for employment opportunities that will allow me to conduct research alongside a mentor, enhance my computers skills and allows creative and design freedom as I learn the business. I am a highly motivated person, very organized and a quick learner.

EDUCATION

Junior, University of Miami

Coral Gables, Florida

Major: Computer Science (Goal: Obtain a BA)

Minor: Interactive Media

January 2018 – December 2022(Expected Graduation)

RELATED C.S. COURSES

Computer Interactive Media 111 (Web Design Course)

Computer Science 120 (Introduction to Java)

Mathematics (Calculus)

LANGUAGES

- JavaScript (Intermediate)
- CSS (Intermediate)
- HTML (Advanced)
- Java (Beginner)
- C++ (Beginner)

CLASS PROJECTS

<https://ckm50.github.io/>

Assignment 4: Use of CSS grid and CSS style sheets.

Assignment 5: Use of jQuery plug ins, images and google fonts.

Assignment 6: Use of image slideshow, JavaScript, jQuery and advanced CSS style sheets.

Assignment 7: Use of JavaScript, jQuery, images and video frameworks.

WORK EXPERIENCE

Office Assistant (*part-time Summer Internship*)

June 2014 – July 2017

American Cabling Company (ACC), 551 Commerce Drive

Upper Marlboro, Maryland

- Assisted with the editing of the company's website, organized client files and answered business phones, assisted with interviewing and hiring IT professionals for upcoming projects.
- Conducted background checks, phone screens, sat with director as he conducted in-person interviews with potential candidates.
- Created personnel folders for potential new hires, verified citizenship by using I9 and E-Verify, recorded interview notes, conducted initial screening on resumes to see if candidates were a good fit for the projects.

Office Assistant - Autism Spectrum Assessment Clinic
Department of Psychology, University of Miami, (part-time)
Coral Gables, Florida

September 2018 – May 2019

- Prepared letters, maintained appointments and calendars of managers, scheduled appointments, worked with parents and managers to ensure clear communication between the office and patients.
- Worked as A liaison to reassure, ease and smooth out any misunderstandings or anxieties when problems arise. Organize client files, answer business phones and assist with anything the manager may need.

ORACLE Summer 2021 Data Scientist Software Engineer OCI Intern (Part-time Summer Internship) May 18th, 2021 – August 6th, 2021

Remote Internship

- Built reports to help the team transfer all information from Adobe analytics to infinity analytics
- Analyzed several adobe reports and re-created them.
- Used the toolbar to find pagenames and manually upload into adobe to discover the number of clicks, occurrences, and other user data.
- Took ownership of a dashboards report. Scheduled meetings with PM's to understand the project more. Attended bug bashes to find any problems with the new dashboards feature.

ORACLE Summer 2020 Software Engineer OCI Intern (Part-time Summer Internship) June 1, 2020 – August 18, 2020

Remote Internship

- Helped build large-scale infrastructure for the cloud. Write code and designed efficient data structures and algorithms to develop next-generation applications and tools.
- Helped deploy code into their new program called Shepherd. Learned all the ins and outs of Shepherd and creating test flocks.
- Learned about different cloud infrastructure products such as virtual Machines, object store and file systems; SDN, Load Balancers, DNS, Oracle's clients (One of the most interesting ones was Agrosout). Also participated in the agile and scrum work methods. Met with my mentors every day to review my progress on my OCI assignment.

VOLUNTEER SERVICE

Special Olympics Aid, Huntingtown, Maryland

August 2016 -May 2017

Lead Special Olympics activities (dances, games and races) for participants in the Calvert County community.

Teacher Assistant El Sendero, Costa Rica

July 2016 - August 2016

- Held classes to teach young adults English. Used the five years Spanish skills I learned to teach young adults English. Taught students how to write English specifically geared toward social media sites such as twitter and Instagram.
- Assisted with building a bathroom for a family of four along with a sewage system for the town of Pejivalle.

AWARDS/CERTIFICATES

- **Academic Scholarship (Four years)** - The Calverton School
- **President's Volunteer Service Award** - The White House
- **Certificate of Achievement** – Costa Rica Community Services

LEADERSHIP

Student Panel Speaker-

- One of six students chosen to speak to new and prospective parents and students for the Calverton School.

Dean of Students Hiring Committee

- Hand-picked by the faculty to serve on a committee of five to help choose the new Dean of students. I was one of two students selected to help with the interviewing process.