📞 (507) 206-7251

📍 222 E 700 N Apt. 2, Provo, UT 84606

✉️ dakota@dakotadowd.com

🌐 dakotadowd.com

DAKOTA DOWD

Computer Programmer

PROFILE

I am a college student studying Information Systems. Check out my website (listed above) to see my projects and learn more about me!

EDUCATION

Bachelor's Degree in Information Systems (In Progress)

Brigham Young University

Provo, UT

Graduating Spring 2027

PROGRAMMING LANGUAGES

- Python
- HTML/CSS

OTHER SKILLS

- Excel/VBA
- SQL
- Tableau

PROFESSIONAL EXPERIENCE

Research Assistant
Neal A. Maxwell Institute of Religion, Provo UT   2024 – Present

- Conducted research in various topics that enabled scholars to advance academic projects
- Edited projects to enhance clarity and academic thoroughness
- Managed my own schedule to ensure research was accomplished in a timely manner

Teacher's Assistant
Primrose School of Rochester, Rochester MN   2021 / 2024

- Managed Preschool classrooms, supervising learning activities to facilitate children's growth and safety
- Communicated daily with parents, providing updates on the state of their child's education to encourage parent-teacher collaboration

VOLUNTEER EXPERIENCE

Full-Time Volunteer
The Church of Jesus Christ of Latter-day Saints, Dallas TX   2021 - 2023

- Coordinated a group of 20-30 volunteers, ensuring effective goal achievement through progress reports and follow up
- Planned and conducted weekly training meetings