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 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