

## Dylan VanAllen - Resume

### Contact:

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- Phone: (908) 892-3850

### Education:

- Raritan Valley Community College – 3.2 GPA
- University at Albany, State University of New York – 3.6 GPA
  - Completed a minor in mathematics
  - Anticipated graduation in spring 2022 with a BS in both Computer Science and Physics

### Work Experience:

- Computer Science Tutor – Educational opportunities Program SUNY
  - Tutor intro to computer science courses and data structures
- ZuluCare: Summer 2020
  - (516)-741-7960
  - Phone service technician
- Allied Oil Co: September 2018 – August 2019
  - (908) 300-3519
  - Invoicing/Municipal Contract Assistant
  - Main Responsibilities
    - Update/Review invoices daily and mail them
    - Monitor pricing/make daily changes to pricing
    - Maintain documents relating to contracts with government entities
  - Notable projects
    - Python script for driver documentation
- Lowe's Home Improvement: March 2018 – July 2018
  - (908) 904-6140
  - Customer Service Associate – Garden Center
  - Main responsibilities
    - Assist customers in choosing equipment/product
    - Carry heavy loads to customer vehicle
    - Forklift driver
- Rite Aid: August 2017 – March 2018
  - (908) 722-3444
  - Cashier
  - Main Responsibilities
    - Ring up customers

- Store cleanup
- Men's Wearhouse: March 2016 – September 2016
  - (908) 252-4573
  - Customer Service Associate
  - Main responsibilities
    - Assist customers trying to rent clothing for themselves or a group
- AMCS Corporation: June 2015 – September 2015
  - (908) 719-6560
  - Document Control Intern
  - Main Responsibilities
    - Keep documents up to date with required signatures
    - Send out invoices
    - Basically control flow of all documents within the company and communications with suppliers

I have strong problem-solving skills which help me in writing programs for my classes, as well as solving equations required for my physics classes and research. I also work very well with others and am extremely task oriented so that while at work I am always working towards my goal. My retail and customer service experience has honed my social skills with customers.

Employable skills include:

- Proficiency in Microsoft Office and general computing
- Strong knowledge of Java/C/Python/Assembly language/HTML+CSS/MATLAB
- Strong capabilities of problem-solving in classes with calculus, geometry, analysis, and physics