

# Gregory Lawton

Waldorf, MD

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## Technical Skills

- Databases and Languages: C++ , Java Script, LaTeX, Swift, HTML, & Rust
- Operating Systems: Windows 11, MacOS
- Software: Dr. Java, Xcode, Command Prompt, Google Workspace, Microsoft 365, Adobe Creative Cloud, Illustrator; Zoom, WebEx, Canva, and Outlook

## Education

### **Bachelor of Science, Computer Science**

**May 2026**

Towson University, Towson, MD

Overall GPA: 3.2

## Related Coursework

Data Communications & Networking, Mobile Application Development, Object Oriented Design & Programming, Operating Systems, Software Engineering, Data Structures and Algorithm, Computer Organization, Cybersecurity, Statistical Methods

## Work/Experience

### **Community Center Manager**

**October 2025 – Present**

Housing & Residence Life, Towson, MD

- Supervise, train, and mentor a team of 12 assistants, fostering a culture of collaboration, efficiency, and accountability.
- Coordinate and execute events, meetings, and activities designed to enhance community engagement and build rapport among staff and residents.
- Manage budgets, monitor expenditures, and allocate resources effectively to meet program goals and operational needs.

### **Community Center Assistant**

**August 2023 – October 2025**

Housing & Residence Life, Towson, MD

- Maintain a heightened sense of security by verifying the identities of guests during the check-in process, contributing to the overall safety and well-being of the community
- Provide exceptional customer service by responding promptly and professionally to resident inquiries and concerns, contributing to a positive and supportive living environment

### **Administrative Assistant/Office Manager**

**June 2020 – August 2024**

Brilliant Minds Enrichment Program, Waldorf, MD

- Provide exceptional support in accounting and financial record-keeping, maintaining accuracy and integrity in financial transactions for the organization
- Enhance the efficiency of the organization by optimizing administrative processes, managing schedules, creating and maintaining websites and social media, and facilitating effective communication among staff, students, and parents

## **Trainee**

**August 2024**

CompTIA Network+ Boot Camp, Towson, MD

- Acquired foundational knowledge in networking concepts, including TCP/IP, DNS, DHCP, and VLANs.
- Gained hands-on experience in configuring and troubleshooting routers, switches, and wireless networks.
- Practiced setting up, managing, and maintaining both wired and wireless network infrastructures.

## **Memberships and Affiliations**

### **Member**

**August 2024 – Present**

Towson Audio Production Society, Towson, MD

- Gained hands-on experience with professional audio equipment and production software.
- Collaborated with peers to create and refine audio projects, including sound design and mixing

### **Member**

**September 2023 – May 2024**

Bit Brothers Organization, Towson, MD

- Empower and equip members with the skills and knowledge needed to excel in their academic pursuits and future careers by offering technical and professional workshops
- Provide members with information about internships, career opportunities, and relevant resources, enabling them to make informed decisions and seize opportunities within the technology and STEM fields

### **Member**

**February 2024 – December 2024**

Software Engineering Club, Towson, MD

- Contributed to the organization of engaging and informative workshops within the Software Engineering Club, facilitating an environment for members to enhance their coding skills and stay updated on the latest industry trends
- Contributed to the success of the club by actively promoting and participating in events aimed at creating a supportive space for Towson Tigers to access essential resources, ensuring an enriching educational experience for all Software Engineering Club members

## **RELEVANT PROJECTS**

### **Software Engineering**

**Spring 2025**

Towson University, Towson, MD

- Designed and implemented a web interface called “Admin Arsenal” that functioned as a HR paystub tracker, generator, and staff payment portal for small to mid-size businesses.
- Incorporated Node.js & react for program functionality. Allowed for user authentication and a hierarchical log in process depicted by the type of staff member, for instance, CEOs will have paystub edit access compared to Tech Assistants.

### **Mobile Application Development**

**Spring 2025**

Towson University, Towson, MD

- Developed and implemented a mobile application called “Tiger Eats” using Swift for frontend user interaction and Firebase for backend capability.
- Tiger Eats functioned as an on-campus delivery service for Towson University Students, allowing them access to more on-campus positions and the opportunity to work as on-campus dashers to residence halls and campus buildings for Towson Dining Halls and Food Court.

### **Computer Science II**

**Spring 2024**

Towson University, Towson, MD

- Designed and implemented an inheritance hierarchy for a Java program modeling 3-dimensional shapes. Employed abstract classes and subclasses for square pyramid, sphere, rectangular prism, cube, cylinder, and circular cone, ensuring common behavior was appropriately placed in superclasses and unique behavior represented in subclasses.

### **General Computer Science**

**Spring 2023**

Towson University, Towson, MD

- Developed and implemented a student information record system, and tic-tac-toe game in C++