

Jayanth Kumar

Binghamton University, State University of New York

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SUMMARY

Graduate Computer Science student with strong experience in data organization, assessment support, documentation, and administrative coordination within structured academic and corporate environments. Demonstrated proficiency in spreadsheet management, data cleaning, survey-based analysis, and process tracking. Experienced in collaborating with cross-functional teams, maintaining operational documentation, and supporting multi-stage selection and evaluation workflows. Well-suited for administrative and assessment-focused roles within higher education environments.

EDUCATION

Binghamton University, State University of New York

Thomas J. Watson College of Engineering and Applied Science

Master of Science in Computer Science (Artificial Intelligence Track)

Expected May 2027

Relevant Coursework: Artificial Intelligence, Machine Learning

UCSI University, Kuala Lumpur, Malaysia

Bachelor of Engineering (Honors), Mechatronic Engineering

January 2023

Relevant Coursework: Computing for Engineers, Engineering Software and Applications, Robotic Systems

ADMINISTRATIVE & TECHNICAL SKILLS

Data & Assessment Tools: Google Sheets, Microsoft Excel, SQL, Power BI, Tableau

Data Management: Spreadsheet cleaning, data validation, tracking logs, structured datasets

Documentation: Process documentation, position descriptions, operational manuals

Survey & Forms: Experience designing structured data inputs and evaluations (Google Forms-style workflows)

Collaboration Tools: Google Drive, Calendar, GitHub

Programming (supporting skill): Python, R, JavaScript

PROFESSIONAL EXPERIENCE

Siemens – Data Scientist

Bangalore, India | May 2023 – July 2024

- Supported large-scale data organization, cleaning, and reporting workflows used for internal assessment and performance tracking.
- Maintained structured datasets and tracking files to ensure data accuracy and consistency across teams.
- Assisted with process documentation and workflow standardization for recurring operational tasks.
- Collaborated with analysts, operations, and engineering teams to coordinate project deliverables and reporting timelines.
- Contributed to the preparation of evaluation outputs and summaries for stakeholder review.

PROJECT EXPERIENCE

Automated Interviewing System – Capstone Project

October 2024 – December 2024

- Developed a structured platform to collect, organize, and evaluate applicant responses across multiple assessment dimensions.
- Implemented scoring frameworks and tracking mechanisms to support consistent evaluation and comparison of candidates.
- Maintained data pipelines for interview results, supporting reporting and review workflows.
- Assisted with documentation of system processes and evaluation logic.

Audio/Speech to Sign Language Converter – AI Hackathon

January 2025 – March 2025

- Participated in data preparation, organization, and evaluation of structured datasets used for model assessment.
- Supported experiment tracking, version control, and evaluation reporting during iterative testing phases.
- Collaborated with team members to coordinate task timelines and maintain project documentation.

LEADERSHIP & ORGANIZATIONAL EXPERIENCE

Chess Club – Group Leader

UCSI University, Kuala Lumpur, Malaysia | September 2019 – October 2022

- Organized weekly sessions, maintained participation records, and coordinated event logistics.
- Supported planning and execution of tournaments, workshops, and group activities.
- Mentored junior members and maintained structured schedules and communication channels.

Scania Pvt. Ltd. – Team Lead Intern Group

Bangalore, India | January 2023 – April 2023

- Coordinated intern task assignments and tracked progress using structured reporting methods.
- Assisted with administrative organization, documentation, and deadline tracking.
- Supported communication between interns and supervisors to ensure smooth project execution.