Jeremy Duong

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(linked-in)

# EDUCATION

## Brigham Young University, Idaho *- BS, Computer Science*

JANUARY 2014 - APRIL 2016, JANUARY 2019 - PRESENT

* GPA - 3.97
* Relevant Courses: Software Development, Web Development, Procedural Programming, Object-Oriented Programming, Data Structure, Technical Communication.

# TOOLS

**Advanced:**

* C++
* HTML, CSS
* Microsoft Office

**Competent:**

* Python
* Java

# WORK EXPERIENCE

## Math Study Center, Brigham Young University Idaho *- Supervisor*

SEPTEMBER 2014 - APRIL 2016, JANUARY 2019 - PRESENT

* Supervised groups of 6 to 7 tutors during math lab hours, ensuring a sufficient number of tutors are present and that the math lab’s policies are followed
* Assisted students in using math lab’s equipment, Microsoft Excel, and other software to complete their assignments
* Taught and explained to students difficult concepts from multiple levels of math
* Set up weekly one-on-one tutoring appointments with students

# VOLUNTEER EXPERIENCE

## LDS Church, Long Beach, California *- Full-time Volunteer*

APRIL 2016 - APRIL 2018

* Used various software to edit videos and other teaching materials.
* Taught principles for building happy families to interested people
* Taught English to Vietnamese immigrants
* Maintained a working schedule of 12 hours a day, 6 days a week to find, set up appointments and teach.
* Trained new volunteers to set goals, make plans and teach.