

# Max Bartlett

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## EDUCATION

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### Duke University

*Bachelor of Science in Computer Science; Minors in Religion, Arabic*

Durham, NC

August 2016 - May 2020

- GPA: 3.389 / 4.000
- **Technical Skills:** Java, R, Python, C, Lisp, Assembly, Git, UNIX, L<sup>A</sup>T<sub>E</sub>X

## ACADEMIC EXPERIENCE

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### Duke University

*Undergraduate Teaching Assistant*

Durham, NC

August 2018 - Present

- CS190: Foundations of Data Science (Fall '18) and STA199: Introduction to Data Science (Spring '19)
- Hold office hours and answer questions to improve student understanding
- Assisted in teaching a two-day R programming workshop for MBA students

### Duke University, Department of Computer Science

*Undergraduate Research Assistant*

Durham, NC

May 2018 - June 2018

- Researched data science pedagogy and collaborated with professors in creating new introductory course
- Built an R shiny app displaying trends in Duke undergraduate student demographic data
- Presented findings to faculty to increase retention in STEM from traditionally underrepresented groups

## WORK EXPERIENCE

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### Farm Sanctuary

*Human Resources Intern*

Watkins Glen, NY

July 2018

- Increased productivity by programming VBA and R scripts to automate Microsoft Office operations
- Cut costs by recommending new HR technologies to department head
- Improved outreach operations by updating donor database

### Justice Center for Legal Aid

*DukeEngage Intern*

Amman, Jordan

May 2017 - August 2017

- Assembled a detailed list of international aid organizations with a presence in Jordan
- Researched each organization and developed a 70-page partner map
- Reached out to these organizations to begin partnerships, expand outreach, and secure new grants

## LEADERSHIP EXPERIENCE & ACTIVITIES

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### Duke CommuniTEA

*Tea Culture Committee Member*

Durham, NC

January 2019 - Present

- Host regular TeaGather events where students can drink tea and socialize
- Perform Gongfu tea ceremony using traditional tea sets
- Attend weekly meetings to discuss tea culture and plan future programming

### Duke INJAZ

*Volunteer*

Durham, NC

January 2018 - January 2019

- Provided ESL instruction to Iraqi and Syrian-Kurdish refugees
- Established relationships with refugees to help them become acclimated to the United States

### Duke University Marching & Pep Band

*Treasurer*

Durham, NC

August 2017 - May 2018

- Managed band budget, collected dues, and organized social events for 100+ members
- Mentored new band members through their first year at Duke

**Other Affiliations:** JAM!, Hoof 'n' Horn, PAWS, Close-Knit, Duke University Jazz Ensemble, Project WILD

## SKILLS & INTERESTS

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**Languages:** Arabic (Limited Working Proficiency)

**Interests:** The Middle East, Veganism, Baseball, Jazz Saxophone, Inline Skating, Yoga