

Nguyet Minh Duong

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mimiduong.me

EDUCATION

Fall 2013 - Current Undergraduate pursuing a Bachelor of Arts University of California, Berkeley

QUALIFICATIONS

- Proficient knowledge of Java, HTML, and CSS
- Basic knowledge of Javascript, Scheme, LaTeX, Python
- Proficient knowledge of Microsoft Office Suite, and Adobe Suite

RELEVANT COURSES

- Discrete Math and Probability
- Data Structures
- Linear Algebra and Differential Equations
- Computer Architecture

EXPERIENCES

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|---------------------|--|-------------------|
| Jun 2014 - Present | President , Berkeley Legends | Berkeley, CA |
| | <ul style="list-style-type: none">▪ Recruit and organize new members for the Executive Board▪ Plan events related to League of Legends▪ Create and distribute flyers▪ Communicate with sponsors | |
| May 2015 – Aug 2015 | Teaching Assistant , Girls Who Code | Mountain View, CA |
| | <ul style="list-style-type: none">▪ Teach 15 – 17 year olds basic programming skills▪ Manage and organize paperwork▪ Grade daily assignments | |
| Jan 2015 | Instructor , Mission Economic Development Agency | San Francisco, CA |
| | <ul style="list-style-type: none">▪ Introduce the basics of programming to 17 – 24 year olds▪ Teach students how to implement basic programs in Java▪ Create and provide daily lesson plans▪ Grade homework and quizzes | |
| Jun – Aug 2015 | Technology Intern , Mission Economic Development Agency | San Francisco, CA |
| | <ul style="list-style-type: none">▪ Teach seniors the basics of computers▪ Create presentations on commonly used software, such as the Microsoft Suite▪ Organize office files▪ Revise students' resumes▪ Formally and informally represented MEDA SF | |
| Jun – Aug 2015 | Volunteer , Community Technology Network | San Francisco, CA |
| | <ul style="list-style-type: none">▪ Help seniors living in senior centers with computers▪ Attempt to close the digital divide▪ Teach seniors how to effectively and safely use different technology devices | |