**Charles J. Haydon Gonzalez-Dyer**

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**Education**

**University of St. Thomas, Houston, TX**  May 2020 BA in Psychology GPA: 3.951

**Academic Achievements**

Dean’s List - 5 terms out of 6

Graduated with Honors from the Honors Program

Graduated as Summa Cum Laude

Scholarships - Presidential Excellence Scholarship, Susan Karnaky Endowed Scholarship, Brown Foundation Multicultural Student Scholarship, and Hugh R. Goodrich Scholarship, Study Abroad Award Sum, and UST Study Abroad Scholarship Sum

**Study Abroad - Poland**  Summer 2018

Learned ethics and explored the history of Poland from World War II to the fall of the Soviet Union with an emphasis on Saint Pope John Paul II

**University of Houston-Clear Lake** May 2023

MA in Industrial/Organizational Psychology Current GPA: 3.976

**Google Certificate-Data Analytics** October 2023

**Research Experience/Project Experience**

**University of St. Thomas Undergraduate Research**

* Psychology Department- Research Capstone September 2019 - March 2020
  + Research Advisor: Dr. Carl Scott, Phd.
    - Studied the relationship between student illness and academic performance
    - Produced and administered a survey to students.
    - Analyzed statistical data to determine the correlation between possible relevant factors such as psychological health, bodily health, and socioeconomic status.
    - Completed APA formatted article documenting study for capstone class.
    - Project was accepted to be presented at the Southwestern Psychological Association’s Convention.
* Honors Program - Contemporary Problem Seminar January 2020 - May 2020
  + Research Advisor: Dr. Mary C. Sommers, Phd.
    - Worked with a cohort of individuals who specialized in various fields of study to analyze humor from different academic disciplines. Humor was examined from various perspectives including music, biology, psychology, and philosophy.
    - Gathered and presented research findings from within the psychological field related to the topic of humor. For example, disorders that affect a subject’s sense of humor and evidence for various theories of humor.
    - Produced an academic paper detailing the gathered research and expanding on the research by synthesizing each of the major theories of humor into a single unified theory of humor.
    - Orally presented my conclusions and insights from my academic paper to professors and peers.

**University of Houston-Clear Lake Graduate Projects** August2021-May 2023

* Focus Group Preparation
  + Conducted literature review for focus group best practices.
  + Developed targeted focus group questions.
  + Participated in mock focus group seminar.
* Job Analysis Report and Presentation
  + Conducted interviews to evaluate job-related knowledge, skills, and tasks.
  + Compiled and presented findings regarding job analysis.
* Development of Job Interview Procedure
  + Developed interview procedure based on Job Analysis findings.
  + Generated interview questions and scoring process for evaluating relevant characteristics in an applicant.
* Employee Selection
  + Reviewed question battery to evaluate the effectiveness of question items by determining their point-biserial coefficient, item difficulty, and discrimination index rating.
  + Developed a selection procedure and ranked job applicants based on assessment battery results.
* Performance Appraisal Development
  + Developed performance appraisal from scratch for employee development based on key performance indicators.
  + Evaluated and improved existing performance appraisal to better accord with best practices.
* Executive SMART Goal Development Training
  + Created training content and presentation for managers based around how to set employee development goals.
  + Generated training program to account for pre-training needs and post-training evaluation procedures.
  + Delivered training session to an audience.

**University of Houston-Clear Lake Graduate Research**

* Workplace Satisfaction and Remote Work Literature Review August 2021-December 2021
  + Examined Twitter’s company policy changes due to COVID-19 through the use of public company records.
  + Applied knowledge of organizational change management theories to evaluate changes made to adjust to COVID in the workplace.
* Remote Work Study August 2021- May 2022
  + Developed survey questions through a literature review of related psychometrics.
  + Ensured study was in accord with the University’s confidentiality standards.
  + Analyzed and interpreted survey results using SPSS to find statistically significant results.
  + Presented significant findings to audience.
* Updated Workplace Procedure and Satisfaction Survey August 2022- December 2022
  + Developed new procedure for curriculum development at Houston Community College.
  + Developed a survey to assess employee satisfaction with the updated procedure.
  + Delivered report on the success of the new procedure based on employee satisfaction.
* Culture Shock Training Summer 2022
  + Conducted literature review and structured interviews to develop content for training.
  + Developed presentation on relevant topics such as culture shock and resilience.
  + Presented research findings as training for attendees to prepare them for working as expatriates.

**Professional Experience**

**Boy Scouts of America**  Summer 2017

* Summer Camp Merit Badge Instructor*.*
* Instructed groups of around 15 youth in motor boating, row boating, kayaking, and canoeing.
* Enforced safe swimming policies as a lifeguard and disciplined offenders.
* Worked as a team within the aquatic division.

**Shadowed Primary Care Medical Professional**  Fall 2020

* Accompanied a primary care physician as they conducted a typical work day.
* Observed doctor-patient decorum and the completion of digital paperwork.

**Susan B. Anthony List**  September 2020 - November 2020

* Conducted door-to-door data collection.

**Sunpro Solar** February 2021 - June 2021

* Helped to generate new clients for the company by going door-to-door and persuading homeowners to schedule a free home assessment.
* Trained and encouraged new lead setters in how to be persuasive and operate salesforce software.

**Ivision**  July 2021 - December 2021

* Worked as an optometry technician to schedule patients, handle insurance, and perform preliminary examinations.

**Minerva Work Solutions** September 2022-October 2022

* Conducted a literature review on organizational structures to consult a small non-profit on how to manage their expansion.
* Categorized interview responses for data analysis based on interview responses.

**Houston Community College**  July 2022-Current

* Team Management
  + Managed Team Members by organizing tasks, structuring workflows, and communicating individual and team goals and deadlines.
  + Developed surveys aimed at improving group productivity.
* Course Curriculum Development
  + Interviewed subject matter experts to develop course outcomes.
  + Developed learning objectives, assignments, multiple simulations, and rubrics to facilitate student learning.
* Organizational Development
  + Designed new replication and onboarding processes for future cycles of credential development.
  + Designed training for revamped curriculum development process.
  + Created a staffing model for college subdivision based on industry benchmarking.
* Program Effectiveness Focus Group
  + Conducted a literature review to determine how to run a successful focus group.
  + Developed targeted focus group questions.
  + Analyzed focus group data using Excel and reported results.
* Survey Analysis
  + Analyzed alumni and employer survey data for trends related to academic programs.
  + Presented findings through written reports and graphics made with Excel.
* Data Collection and Cleaning
  + Used web scraping to collect vital data points.
  + Cleaned and organized dataset using Excel formulas.
  + Generated an Excel dashboard to communicate key findings from the dataset.

**Emunah Advising** March 2023-Current

* Blog Article Writing
  + Researched topics related to organizational development and translated the graduate-level information to be more approachable to the average person.
  + Generated blog articles describing topics related to industrial-organizational psychology so that the theory could be understood and applied by a non-academic audience.
* Employee Retention Training
  + Created a five-hour employee retention training plan to assist small business owners in learning how to hire and maintain talent for their organization.
* Employee Improvement Plan and Selection Process Development
  + Examined the necessary knowledge, skills, and abilities associated with job role to produce a comprehensive job analysis.
  + Deconstructed and organized the common job factors into themes and behaviors that could be used to assess performance.
  + Researched and developed a training process that could improve performance based on the criteria outlined in the newly created performance appraisal.
* Web Scraping and Data Management
  + Used web scraping to generate cold leads for a marketing team.
  + Formatted and cleaned the raw data using formulas and other tools to produce a user-friendly Google Sheets dashboard for the marketing team.
* Telemarketing and Communication
  + Made around 100 cold calls in a day to solicit potential clients.
  + Created and revised a call script to improve the success rate of cold calls.

**Volunteer Experience**

* **Vantage Hospice**  May 2019 - August 2019
  + Volunteered to visit with patients and helped to run patient activities.
* **Keep Kingwood Green Volunteer** February 2016 - February 2022
  + Worked to collect recycling and promote a healthy ecology.
* **Fatima House (Legion of Mary)**
  + Provided assistance to the homeless in Houston.

**Skills and Abilities**

* SQL
* R
* Tableau
* Power BI
* SPSS
* Public Speaking and Debate
* Excellent Academic Writing
* Statistical Research Methods
* Microsoft Excel and Google Sheets
* JASP
* Qualtrics
* Survey Monkey