

# Cole Manning

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WPI Sophomore currently seeking a Summer Internship in a Computer Science field. Have completed more than six CS courses thus far through WPI, held steady employment since 2015, and have experience in web development outside of my WPI education.

## EXPERIENCE

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### WPI/Clark Small Business Digitization Program Volunteer

Jun 2020 – Present

*Worcester Polytechnic Institute & Clark University*

*Remote*

- Worked directly with clients in a small team setting via remote conferences
- Determined client's needs and budget and proposed potential service subscriptions
- Created and updated websites for small businesses using popular web-builders
- Educated clients on use of new website

### Computer Lab Assistant

Oct 2019 – Present

*Worcester Polytechnic Institute*

*Worcester, MA*

- Set up new machines (imaging, installing drivers and requested software, physical setup)
- Assisted professors and grad students with machines and technical issues or questions
- Troubleshoot faulty computers and equipment
- Contacted users to schedule upgrades and install software

### IT Assistant

Jun 2017 – Aug 2019

*Francis W. Parker Charter Essential School*

*Devens, MA*

- Provided general IT support and troubleshooting to teachers
- Maintenance tasks (running new Fiber/Ethernet cabling, replacing and re-imaging hard-drives)
- Troubleshoot faulty computers, printers, and miscellaneous technology

### Library Page

Sep 2015 – Aug 2019

*Hazen Memorial Library*

*Shirley, MA*

- Assisted patrons with library computers and questions about library services
- Shelled books, weeded old books, pulled holds, library cleanup, and other such miscellaneous tasks

## EDUCATION

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### Worcester Polytechnic Institute

Worcester, MA

*Pursuing Bachelor of Sciences in Computer Science*

*Class of 2023*

- GPA of 3.67 (as of Nov. 2020)
- Highlighted Courses: Algorithms, Object Oriented Design Concepts, System Programming Concepts

### Francis W. Parker Charter Essential School

Devens, MA

*High School Diploma*

*Class of 2019*

- Independent Senior Project on Web Application Development: [rvrx.github.io/ParkerProjects](https://rvrx.github.io/ParkerProjects)  
Project was written in HTML, CSS, SQL, and PHP (Slim and Twig frameworks)
- CyberPatriot Semi-Finalist 2018, 2019
- IT Student Worker (School Service)

## TECHNICAL SKILLS

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**Languages:** Java, C/C++, HTML/CSS, LaTeX, JavaScript

**Software:** Adobe Suite, MS Office 365, JetBrains IDEs, git/GitHub

**Operating Systems:** Windows, Mac OS, Linux