

Richard Zhao

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EDUCATION

Suffolk University

Boston, MA

Bachelor of Science, Major: **Computer Science**, GPA: 3.5

2019–2023

Honors: Dean's List, Full Ride Scholarship Student

PORTFOLIO

Link: <https://richard-zhao132.github.io/>

WORK EXPERIENCE

Square Tech

Boston, MA

Computer Science Training Instructor

June 2022–May 2023

- Developed and organized 6–12-week college level courses in Python for high school students, programs consisting of slide presentations, coding examples, and in class exercises.
- Assigned final projects to students to be presented at Square Tech's end of program presentations.

Assistant to Computer Instructor/IT Instructor

- Gained hands on experience with taking apart and putting back together customized gaming PCs.
- Cooperated with Network Support from Tech Networks of Boston to replace old computers and install new computers to connect onto a local domain and install new software.

Registry of Deeds

Boston, MA

Documentation Management Intern

June 2021–August 2021

- Updated ROD database and proofread recorded land documents for errors and recorded found errors to be corrected.
- Sorted unorganized ROD documents such as Suffolk County building plans and tax files numerically by label code.
- Collaborated with other interns and created a library of building plans, signed deeds, and land ownership documents by volume number, allowing easy access when needed.

SKILLS

Coding: Python, Java, Spring, C++, C, Qt, SQL, HTML, CSS, JavaScript, Bash

Python Modules: BeautifulSoup, JSON, Pandas, Flask, NLTK, Tkinter, Django

Knowledge of: GitHub, Linux Environment, GUI Application, Computer Hardware, MS Office, Excel, MS PowerPoint