

Tyrone Xue

Education

Hamilton College, Clinton, NY - *Bachelor of Arts*

May 2026

- Majors: Computer Science, Neuroscience
 - GPA: 3.8, Dean's List: Fall 2022 - Fall 2023
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Experience

Discovery Team Student Intern, **Hamilton Career Center** - *Clinton, NY*

Aug. 2023 - Present

- Provide individualized feedback and hosted workshops with a colleague to aid students developing their resumes, cover letters, and networking skills
- Work with student organizations like the Hamilton App Development Club to create a personalized resume workshop for members within such organizations
- Support minority and first generation students through the Joan Hinde Stewart Development Program by teaching them about career-related skills and goals

Database Administration Intern, **Japan Society** - *Manhattan, NY*

June 2023 - Sept. 2023

- Oversaw the data entries of over 50 new constituents added to the Raiser's Edge database every week to ensure that the data was entered correctly
- Categorized events across 10 years at Japan Society in order to prepare data for an analytical software and globally updated the database
- Organized spreadsheets of constituent information into specialized company format to be mass imported into the Raiser's Edge database

Database Management Intern, **Easy Event Planning** - *Remote*

June 2023 - Aug. 2023

- Proposed and tested ideas regarding a tagging system in Easy Event Planning's new e-commerce marketplace for event-related products
 - Created formulas to improve readability for data validation which were implemented by 8 team members
 - Worked with tools such as Google Ads in order to identify suitable key words to improve search engine optimization
 - Analyzed hundreds of keywords used in product names to identify the most appropriate category names for groups of products
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Extracurriculars

Secretary Team Member, **ROOTS** - *Clinton, NY*

Sep. 2022 - Present

- Write emails that connect ROOTS with the students of color who are interested in STEM at Hamilton College
 - Discuss improvements for general meetings and assign weekly tasks with team members
 - Maintain attendance records of members to provide an incentive to our most active members
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Skills & Awards

Technical Skills: Python, C++, Bash, Ruby, Racket, Prolog, Fortran, x86 Assembly, HTML

Other Computer Skills: Excel/Google Sheets, Raiser's Edge NXT, Ahrefs, Google Ads, Premiere Pro

Awards: Excellence in Japanese Language and Literature (Introductory)