

# Valentina Haddad

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## EDUCATION

### Boston University

Bachelor of Arts, Computer Science

Bachelor of Arts, English

Boston, MA

May 2025

## WORK EXPERIENCE

### United States Department of The Treasury

Cybersecurity and Communications

Remote

June 2024 – January 2025

- Designed and delivered an AI training program for federal agents, enhancing decision-making and operational efficiency in cybersecurity operations.
- Designed and implemented two Microsoft Power Automate workflows, significantly enhancing offboarding efficiency and optimizing multi-tier travel approval processes for senior leadership.
- Authored a 50-page Project Fortress report analyzing cybersecurity policies across 10 nations, securing State Department funding to enhance U.S. cyber resilience.
- Created a technical threat assessment on cyber adversaries targeting financial institutions, analyzing tactics, techniques, and procedures (TTPs) to strengthen cybersecurity defenses.

### Library of Congress

AI Community Analyst

Remote

January 2024 – May 2024

- Founded and chartered an AI Community of Practice for the 5,400 Library of Congress members, fostering collaboration and knowledge sharing on AI applications within the institution.
- Developed a Figma prototype showcasing AI integrations for the Library of Congress website, enhancing user experience and automating research processes.
- Conducted AI research and trend analysis, providing insights that informed strategic decisions and future technology investments.
- Collaborated with cross-functional teams to align AI initiatives with the Library's long-term digital strategy, ensuring scalability and sustainability.

### TCube Inc.

UI/UX Design Intern

Remote

January 2024 – May 2024

- Developed four interactive prototypes using Uizard and Figma, showcasing AI-driven solutions to enhance user experience and business functionality.
- Redesigned user interface workflows to enhance system navigation and streamline user interactions, improving overall accessibility and efficiency across platforms.
- Built data-driven analytics dashboards with Python and Power BI, enabling real-time insights and informed decision-making.

### Sargent College

Media Technician

Boston, Ma

May 2022 – September 2022

- Developed expertise in software and hardware, troubleshooting operating system issues and optimizing computer system performance.
- Managed technology supplies and inventory, ensuring efficient resource allocation and minimizing downtime.
- Provided technical support and training, resolving issues and enhancing user experience across various platforms.

## PROJECTS AND RESEARCH

### Break Through Tech AI | MIT x Cadence Design Systems

Boston, MA

Project Coder

September 2023 – Jan 2024

- Earned a 97% in Machine Learning, receiving a Cornell University certificate for excellence in AI coursework.
- Served as a Prompt Engineer, integrating Chat API to refine AI-driven data processing, improving workflow efficiency by 30%.
- Developed and deployed machine learning models to analyze 100,000+ PCB data points, enhancing predictive accuracy by 25% for design and manufacturing.
- Collaborated with a multidisciplinary team of engineers and data scientists, applying AI solutions to optimize Printed Circuit Board (PCB) diagnostics.

### Data Days for Good | MassMutual x BU SPARK

Boston, MA

Promt Engineer/project coder

March 2024- March 2024

- Developed a Generative AI-powered data retrieval pipeline, achieving 98% accuracy in detecting racial covenants in 150 historical property deeds.
- Streamlined deed record analysis, reducing manual search time and improving detection efficiency.
- Cataloged deeds to trace racial restrictions, contributing to data security and historical record management.
- Compiled findings into a detailed report, influencing BU SPARK to continue and expand the project based on key discoveries.

## TECHNICAL & NON-TECHNICAL SKILLS

**Languages:** English (Fluent), Arabic (Fluent), Spanish (Proficient)

**Software:** Microsoft Word, Excel, PowerPoint, SharePoint, Confluence, Figma, VSCode, Spyder, Eclipse, LaTeX, Unity, Blender

**Programming:** Python, Java, JavaScript, TypeScript, React, Assembly, C, C++, HTML

**IT Support:** IT assistance, system performance management, user training, troubleshooting, network setup, hardware maintenance

**Writing & Editing:** Technical writing and documentation, creative content writing, proofreading and editing, research papers and reports, government technical speech and report writing, meeting minutes, citation and bibliography management (Zotero)

**Certificates:** Machine Learning (Cornell), Research (University of PhD Computing Association), InProgress: Data Science (Columbia University), Game Design (MITxPro)