

# VEDANT DARAK

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## WORK EXPERIENCE:

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### Vivekanand Education Society's Institute of Technology, Mumbai

*Research Administrator | March 2018 - August 2020*

- Orchestrated and executed a spectrum of evaluation and research tasks independently.
- Led data collection, validation, and analysis, producing insightful reports.
- Directed the creation of the annual report, presenting findings through oral, visual, and written mediums.
- Collaborated seamlessly with stakeholders, planning, implementing, and reporting on quarterly findings and recommendations.
- Managed and maintained the organization's evaluation database.
- Coordinated course tagging and maintenance in relevant systems.

### Concern India (NGO), Mumbai

*Community Engagement Coordinator | July 2021 - April 2023*

- Collaborated with community partners to execute outreach programs for the NGO.
- Advised and managed volunteers, ensuring effective implementation of community initiatives.
- Coordinated logistics for community events and managed day-to-day operations.

## EDUCATION:

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### 2023 - Present | DePaul University, Chicago

*Master's in Human-Computer Interaction*

### 2017-2022 | Vivekanad Eductaion Society's Institute of Technology, Mumbai

*Bachelor of Engineering in Computer Science*

## SKILLS:

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- **Data Analysis:** Proficient in using Microsoft Office Suite (Word, Excel, PowerPoint), Tableau, and Dedoose for comprehensive data analysis.
- **Research Methods:** Expert knowledge in both quantitative and qualitative research methods, studying HCI which involves research methodologies in coursework
- **Communication Proficiency:** Effective and confident communication, both verbal and written, across diverse hierarchical levels.
- **Graphical Representation:** Proficient in translating technical data into meaningful messages and graphical representations.
- **Relational Skills:** Displays strong relational skills, fostering collaboration within diverse team environments.