

# Jonathan Meshkanian

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## SUMMARY

Enthusiastic, highly-motivated Applied Math (to Economics) and Computer Science student with proven leadership capabilities, who likes to take initiative and seek out new challenges.

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## EXPERIENCE

### Executive Assistant

#### **CALXPROPERTIES June 2019 -August 2021, Los Angeles, CA**

- Market and property research; prepare reports every 1-2 weeks summarizing research
- Identify properties available for purchase; finding off market deals
- Log company data in Appfolio and Excel to ease management and quantify company growth and success
- Attend weekly meeting to advise partners and archive company goals for growth

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## EDUCATION

### **Bachelor of Arts in Applied Math (Economics) & Bachelor of Arts in Computer Science**

University of California, Berkeley • Berkeley, CA • 2020-2023 • 3.97

Santa Monica College • Santa Monica, CA • 2019-2020 • 3.87

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## SKILLS

**Programming in Python, Java, SQL, MATLAB, and C**

**Adobe Photoshop, InDesign, and Illustrator**

**Microsoft Office Suite**