

# Alexandria Guo

New York, NY

## LINKS

Email: [lexieguo@gmail.com](mailto:lexieguo@gmail.com)  
LinkedIn: [alexandria-guo](https://www.linkedin.com/in/alexandria-guo)  
Github: [alexxg98](https://github.com/alexxg98)  
Portfolio: [alexxg98.github.io](https://alexxg98.github.io)

## EDUCATION

### THE CITY COLLEGE OF NEW YORK

Major: Computer Science  
Minor: Art Studio  
Expected Graduation: May 2021

### QUEENSBOROUGH COMMUNITY COLLEGE

CUNY Techworks  
May 2018 - Jan 2019

## COURSES

Introduction to Computer Science  
Data Structures  
Programming Language  
Web Technology 1: Building and Maintaining Web Sites  
Web Client Programming: JavaScript  
Intro to C++  
Creating Smartphone Apps  
Typography 1

## PROGRAMMING

### Experienced:

1+ years: HTML • CSS  
<1yr: Bootstrap • C++

### Familiar with:

JavaScript/JQuery • Python •  
MatLab • Java

## TOOLS & UTILITIES

Wordpress • Adobe InDesign •  
Android Studio • Git • Salesforce •  
Microsoft Office Suit • Google Suite

## WORK EXPERIENCE

### WEB DEVELOPER INTERN | NEW AGE DRINKS

April 2019 – Present

- Research, wire frame and map the design layout for a new site and implement the website using WordPress
- Participate in weekly discussions with client and team to ensure site accomplishes client's vision
- Quality assurance and testing of site to maintain smooth running ability across multiple devices and browsers

### DIGITAL MEDIA INTERN | CUNY: ASAP OUTREACH

July 2018 – Aug 2018

- Organized and cataloged digital marketing assets, building an e-library of ASAP images that can be easily accessed by central office and campus-based staff
- Developed and compiled a Brand Guide and Marketing Resource document to be used across CUNY ASAP and its partners

### BOX OFFICE ASSISTANT | THE CITY COLLEGE OF NEW YORK

Oct 2016 – Dec 2017

- Managed ticketing window and handled all questions in relation to shows, payment, and directions
- Issued ticket orders and inputted customer information into Salesforce system
- Maintained cheerful demeanor when answering phone calls

### SYEP TEACHER'S ASSISTANT | TRANSFIGURATION SCHOOL: EARLY CHILDHOOD

July 2017 – Aug 2017

- Supervised 20 children to and from lunch, field trips, etc.
- Assisted lead teacher and helped instruct small group activities such as: recognizing and writing the alphabet; correctly categorizing different types of transportation
- Enforced school policies and ensured student safety

## PROJECTS

### DEAD ZONES

[GITHUB.COM/ALEXXG98/DEAD\\_ZONES](https://github.com/ALEXXG98/DEAD_ZONES)

An informative website made entirely using HTML and CSS.

### HOTEL RESERVATIONS

[GITHUB.COM/ALEXXG98/HOTEL\\_RESERVATION](https://github.com/ALEXXG98/HOTEL_RESERVATION)

Demo project of how a hotel reservation system may look and work like. Made using HTML, CSS, and Javascript/Jquery.