

# Amelia M. Spell

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<https://github.com/amspell04>

## EDUCATION

**University of North Carolina at Chapel Hill** – Chapel Hill, NC

August 2022 - December 2025

*Computer Science B.A., Information Science B.S.*

- GPA 3.80

## SKILLS AND AWARDS

- Programming Experience: Java, C, Python, CSS, HTML, Angular, VIM
- Skilled in Excel, R-Studio, and Tableau
- Galloway Ridge Employee Scholarship Recipient
- UNC Football Letterman

## EXPERIENCE

**Nokia Customer Engineering** – Hybrid

September 2024 – December 2024

*Co-op*

- Tested user software installation playbooks and documenting blockers.
- Presented demo of new software wrapper to senior management.
- Created map of omni switches being used in labs and connected switches to online monitoring system.

**AAA IT Innovations Team** – Remote

June 2024 – August 2024

*Intern*

- Assisted with ideation for projects to attract younger cliental.
- Developed skills in Angular and Google Appsheets.
- Created prototypes using Adobe XD and tested in UserBrain.

**Office of the Vice Chancellor for Research at UNC-Chapel Hill** – Chapel Hill, NC

June 2023 - Present

*Student Temp*

- Manage external client communication, billing statements, and reconciliation for Vivarium Core.
- Upkeep billing statements, invoices, and reports using Excel.
- Upload receipts and expense chart fields through Bank of America Works system.
- Create visualizations and reports to aid management of finances using Tableau.

**Galloway Ridge** – Chapel Hill, NC

February 2022 – Present

*Server*

- Take orders from customers accurately and in a professional manner.
- Assist in training new servers.
- Package and deliver meals door to door.

## LEADERSHIP POSITIONS

**Girls Who Code**

*Advanced Activity Committee*

January 2024 – May 2024

- Develop lecture slides for young girls developing their skills in Python.
- Create practice code problems using proper Python syntax.
- Record review videos for use of lecturers and students to review material.

**Carolina Scientific**

*Designer/Illustrator*

January 2023 – December 2023

- Created layouts for Carolina Scientific Magazine using Adobe InDesign.
- Cooperated with writers and head designer to curate designs.
- Developed skills in Adobe InDesign and Adobe Photoshop.