

Amelia M. Spell

amelia.spell04@gmail.com

(910) 813-5510

<https://www.linkedin.com/in/amelia-spell-a94542271/>

<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 3.78

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 - Present

Co-op

- Testing user playbooks and documenting blockers.
- Proactively learning about networking systems and equipment.
- Completing certification courses.

AAA IT Innovations Team – Remote

June 2024 – August 2024

Intern

- Assisted with ideation for projects to attract younger clientele.
- 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.