

Alan Do

152 Panoramic Way ~ Berkeley, California 94704
(949) 872-7084
aland93@gmail.com

Education

University of California, Berkeley

Expected May, 2015

- BS in Applied Mathematics, emphasis in Actuarial Science

Work and Leadership Experience

Orange County Business Council (OCBC). Intern

Summer of 2012

Irvine, California

- In addition to clerical work, I helped coordinate, setup, and host professional events.

Boy Scouts of America (Venturing). Assistant Cub Scout Master, President

2007-2011

Irvine, California

- Led skill instruction and supervised activities for large group of cub scouts ages 11 and younger.
- Supervised co-ed crew of 30+ teenagers; organized all camping and event logistics.

William Woollet Jr. Aquatics Center. Certified Lifeguard

Summer of 2009 and 2010

Irvine, California

- Guarded summer camps, large sport events, and recreational swimming.
- Assisted certified swim instructors during lessons.

EON Reality, Inc. Sales Agent

Spring 2012

Berkeley, California

- Developed new sales and business primarily in education space.

Irvine High School Boy's Swimming. Junior Swim Captain

2007-2011

Irvine, California

- Awarded Varsity Letter, "Most Improved", and "Coaches Award"

Skills

- Working knowledge of Microsoft Word, PowerPoint, Outlook, and Excel
- Basic studio experience with Adobe Illustrator, Photoshop, and InDesign.
- 75+wpm typing speed

Co-curricular Activities & Hobbies

- Co-founded a longboard business, Blob Longboards
 - Designed and built custom-made decks for the local longboard community
 - Photo blog of our work at blobboards.tumblr.com
- Delta Upsilon International Fraternity
- Backpacking, bouldering, and slacklining