

Catherine Polk

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EDUCATION

Columbia University, School of General Studies (New York, NY) May 2021

B.S. in Sustainable Development.

GPA 3.4 | 2019-2021 Student Scholarship

UT Full Stack Developer Bootcamp (Austin, TX) January 2022

SKILLS

Programming Languages: Java Script, HTML, CSS, SQL, R, Python, GIS.

Databases: SQL, MySQL, NoSQL, MongoDB, IndexedDB.

Library/Frameworks: Bootstrap, jQuery, React.js, Node.js, Express.js, Sequelize, mongoose, moment.js.

Tools/Technologies: Handlebars, PWA, MVC, Git.

Languages: English, Russian.

EXPERIENCE

Fieldwork LLC (remote) May 2022 - October 2022

Customer and tech support

- Interact with customers over the Intercom, email, and phone to provide a high level of customer support.
- Provided training to prospective or new customers.
- Resolved issues and complaints related to software.

Columbia University at the City of New York

Dean's Discipline Navigator (New York) August 2020 - May 2021

- Provided support and prepared students undergoing in discipline process
- Navigated students through students learning strategies and development.
- Served as a resource to engage and educate the University community on the topics of ethics, integrity, and community standards.

TRE-Group (New York, NY) 2014 - 2020

Consultant

Tech support services and consulting.

- Provided customer support over phone or email.
- Maintained customer accounts and records for customer interactions with details of inquiries, requests, or complaints.

LEADERSHIP/EXTRACURRICULAR ACTIVITIES

Member of National Society of Leadership and Success, 2018

Student Union for Sustainable Development - Director of Operations and Finance 2019

Student Conduct and Community Standard - Dean's Discipline Navigator 2020 - 2021

Columbia University - SexualRespect Ambassador 2019-2021

