

Norman Matos

Current Address

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Permanent Address

100 Thayer St. Apt. 5F
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Education

Cornell University – College of Engineering, Ithaca, NY

May 2016

Bachelor of Science in Operations Research and Engineering

Relevant Courses: Economic Analysis of Engineering Systems; Industrial Data Systems and Analysis;

Leadership Assessment for Managers; Market Dynamics;

Model-based Systems Engineering; Optimization; Simulation Modeling and Analysis;

Social Entrepreneurship Field Study

Skills

- Microsoft Excel Macro development through VBA programming
 - Data analysis using Microsoft Excel Pivot Tables
 - Optimization using Microsoft Excel Solver
 - Simulation development and analysis using Process Simulator and Microsoft Visio
 - Manipulation of Microsoft Office (Word, Excel, PowerPoint, and Outlook)
 - Familiarity with programming in SQL, R, MATLAB, Python, and Java
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Work Experience

Northeastern University – Healthcare Systems Engineering Institute, Boston, MA

Engineering Intern

June 2015 – August 2015

- Provided cost-free alternative to optimization software by creating Microsoft Excel macros using VBA programming to optimize the location of a new Urgent Care facility for Mary Washington Healthcare
- Evaluated the cost of reducing cycle time at Morton Plant Hospital Valve Center after collaborating to simulate and analyze the effects of changes to the center's resources using Process Simulator

City of New York – Human Resources Administration (HRA), New York, NY

Public Service Corps Intern

June 2014 – August 2014

- Facilitated a discussion regarding client-service issues during an HRA employee training session by organizing and presenting findings from a telephone survey answered by session attendees
 - Assessed the effectiveness of the HRA employee training session by conducting a telephone survey that sampled over 30 HRA employees
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Affiliations

Society of Hispanic Professional Engineers (SHPE): Cornell Chapter

Institute for Operations Research and the Management Sciences (INFORMS): Cornell Chapter

Student Activities

Empathy, Assistance, and Referral Service (EARS), Cornell University, Ithaca, NY

Peer Counselor

January 2015 - Present

- Built an empathetic community by training nine peers to understand the EARS counseling model
- Supports the emotional well-being of the Ithaca community during weekly 2-hour counseling shifts

INFORMS: Cornell Chapter, Cornell University, Ithaca, NY

Director of Internal Logistics

March 21, 2015

- Managed the logistics of a data science competition, providing breakfast and lunch to over 30 expected attendees and awarding prizes to three victorious teams