

# Cherié Francis

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## SKILLS

CNC Milling	3D Printing	Laser Cutting	Sand Casting	Milling
Turning (Lathe)	3D CAD (Fusion 360)	CAM	Adobe Illustrator	Adobe Workfront
ANSYS Discovery	MATLAB	HTML	CSS	Python
C++	SQL	Arduino	Microsoft Office	Google G-Suite
UX Design	Figma	Wireframing	Prototyping	Programme Management
UX Research	Procreate	SketchUp		

## EXPERIENCE

### **Residential Assistant**, *Stanford University, Stanford, CA*

SEPTEMBER 2021 - JUNE 2023

- Collaborated with a team of 9-12 colleagues to coordinate and execute programs and activities catering to over 200 residents.
- Cultivated a vibrant sense of community within the residence while actively addressing student concerns

### **Development Program Manager Intern**, *Mattel Inc., El Segundo, CA*

JUNE 2022 - AUGUST 2022

- Spearheaded a collaborative team effort to conceptualize and engineer a robotic arm tailored for automating intricate manual assembly tasks.
- Strategically harnessed Adobe Workfront's functionalities to revamp and optimize an approval process, streamlining operations and maximizing the platform's potential.
- Improved upon an internal issue escalation process using Microsoft Excel
- Collaborated within a cross-functional team to develop a new, innovative product based on a provided prompt over a 2-day period

### **Math Grader**, *Stanford University, Stanford, CA*

OCTOBER 2021 - MARCH 2022

- Developed a comprehensive grading rubric for undergraduate calculus courses, aligning it with assigned problem solutions.
- Efficiently assessed and graded problem sets of more than 200 students based on the established rubric in a timely manner.

### **Undergraduate Research Assistant**, *Stanford SHAPE Lab, Stanford, CA*

JUNE 2021 - AUGUST 2021

- Utilised Fusion360 to design a 3d printed haptic wheel and programmed it to precisely adjust to user-specified angles with Arduino.

### **Assistant Designer**, *Skyview Estate, St. Elizabeth, Jamaica*

JANUARY 2021 - JUNE 2021

- Designed exterior aspects and access points for a residential housing scheme using Procreate.
- Engaged in proactive planning, coordination, and collaboration through scheduled meetings with team members, ensuring a seamless fusion of design concepts and their collective vision for the scheme.

### **Administrative & Marketing Coordinator**, *BEAM Stanford Career Education, Stanford, CA*

MARCH 2020 - AUGUST 2020

- Approved employers on Handshake (a job application platform) by carefully evaluating their credibility and professionalism to ensure their reliability and suitability for potential employees.

## EDUCATION

**Stanford University, Stanford, CA** || SEPTEMBER 2019 - JUNE 2023

B.S. in Mechanical Engineering with a concentration in Product Realisation