

CHIAKI SOEJIMA

chee - AH - kee

so - eh - JEE - ma

INTERN

➤ EDUCATION

CORNELL UNIVERSITY, College of Engineering, Ithaca, NY

Third year towards Bachelor of Science. Expected graduation date: May 2016

Major: Information Science, Systems, and Technology (ISST). Cumulative GPA: 3.04

DARIEN HIGH SCHOOL, Darien, CT. Diploma: June 2012. GPA: 3.92 / 4.00

➤ WORK EXPERIENCE

College of Engineering, Cornell University, Ithaca, NY

Fall 2014 - present

Teaching Assistant for Introduction & Intermediate Web Design/Development

Graded weekly projects and assignments • held office hours twice a week to help students with questions • reviewed course handouts and schedules.

Academic Technologies Center, Cornell University, Ithaca, NY

Fall 2014 - present

Technology Assistant & Graphic Designer in the Student Technology Assistant Program

Created designs to be used for printed media (postcards, posters) and the web • handled questions from students and faculty about course technologies (e.g. Blackboard) • experimented with new university technologies like touch surfaces, 3D-printing, drones.

Student Disability Services, Cornell University, Ithaca, NY

Fall 2013 - Spring 2014

Office Assistant for Ph.D. student with advanced Carpal Tunnel

Handled email and computer correspondence • computed and typed up reports of data and analyses • created/edited presentations • adhered to strict code of confidentiality.

Michaels Craft Store, Stamford, CT

Summer 2013

Custom Framer in the Framing Department

Guided customers in designing and choosing mouldings and mats • handled customer relations through in-person/phone consultations • cut sheets of glass and assembled frames while handling irreplaceable artworks • closed the frame shop at night.

➤ LEADERSHIP EXPERIENCE

Slope Media Group, Cornell University, Ithaca, NY

Fall 2013 - present

Co-Website Developer in the Technology Team, Executive Board

Restructured website architecture and revamped layout • maintained website content and aesthetic • reduced website load time from 1min+ to 2-5sec through database and server clean-up • attended weekly executive board meetings.

Alpha Phi Omega, Cornell University, Ithaca, NY

Fall 2014

Webmaster in the Communications Committee, Executive Board

Handled individual chapter website and maintained pages on national website • set up accounts for new members • produced marketing quartercards and graphic banners.

➤ SPECIALIZED SKILLS

Skills: Graphic design • web design • photography • communication • learning fast

Languages: Japanese (bilingual) • Spanish (basic conversational)

Coding/Tools: HTML(5), CSS(3), PHP, MySQL, JavaScript/jQuery, Python, Java, WordPress CMS, MATLAB, Android SDK

Programs (Proficient): Microsoft Suite (Word, Excel, Powerpoint) • Adobe Creative Suite (Photoshop, Illustrator, InDesign, Dreamweaver)



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(until June 2015)

“ Your work is going to fill a large part of your life, and the only way to be truly satisfied is to do what you believe is great work. And the only way to do great work is to love what you do. ”

- Steve Jobs

