DEVIN DYSON

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Boston University, Boston, MA – Programming for Engineers, Fall 2019.

Ithaca College, Ithaca, NY – Bachelors of Science in Business Administration with a concentration in International Business, May 2016.

Experience

FINANCIAL AFFAIRS SPECIALIST, BOSTON UNIVERSITY, BOSTON, MA – MARCH 2019-PRESENT

‣ Administrative maintenance of Boston University Tuition and Loan Accounts

OIL BROKER APPRENTICE, BELMONT ENERGY, WESTPORT, CT – JANUARY-JUNE 2018

‣ Managed National Futures Administration regulatory application for Introducing Broker; brokerage agreements; Know Your Customer onboarding; billing and confirmations; Intercontinental Exchange registration; and web-development for belmontenergyllc.com

‣ Aggregated data from Energy Information Administration weekly petroleum status reports; utilized excel macros to interpret Transport4 Colonial Pipeline shipping schedule on a biweekly basis

‣ Broadened fundamental and technical knowledge of energy markets and financial derivatives

JUNIOR PRODUCT MANAGER, MAC GROUP, WHITE PLAINS, NY – SEPTEMBER-DECEMBER 2017

‣ Co-managed Elinchrom, Light & Motion, Kupo, Phottix, and Sekonic product launches and marketing deliverables

‣ Developed product pricing formulas, built out competitive analysis framework in excel, guided order-management, led overhaul and migration of product data to cloud servers

JUNIOR PROJECT MANAGER, MAC GROUP, WHITE PLAINS, NY – MAY-AUGUST 2017

‣ Task coordinator for 20+ brands omni-channel marketing pipelines using *asana*

‣ Distilled high-level information into actionable e-commerce marketing task: e-mail communications, web-advertising packages, web-updates/maintenance

RESEARCH ASSISTANT, CORNELL UNIVERSITY, ITHACA, NY – SPRING 2016

‣ Assisted Catalina Iricinschi, lecturer and postdoc associate at Cornell University's Uris Hall Department of Psychology coordinate with students for a mosaic art project

BUSINESS DEVELOPMENT INTERN, KLINIFY, SINGAPORE, SG – SUMMER 2015

‣ Documented procedures for business-to-business lead generation, lead-nurturing, appointment setting, A/B testing, and product testing using *atlassian*

‣ Administrative logistics/operations for trade shows: Association for Private Hospitals Malaysia (APHM) in Kuala Lumpur, and the International Modern Hospital Show (IMHS) in Tokyo

Extracurriculars and Awards

Intercollegiate Rowing, Philadelphia Marathon Finisher x2, IRONMAN Maine 70.3 Finisher, demoed at BigRed Hacks, HackNY, and BostonHackathon // Excel Certified, Dean's List 2015, PLTW Excellence in Engineering and Design Award 2010-2011

Skills

Languages: Mandarin (Limited Working Proficiency) // Programming : Bootstrap, CSS3, Git, GitHub, HTML5, MATLAB, C, Python // Marketing and Analytics: Facebook Business, Google Analytics, Google Adwords, Google Tag Manager, Tableau, Maropost // Business Administration: Excel; PowerPoint; Word; Outlook