Donovan Moini

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EDUCATION

Loyola Marymount University (LMU)   May 2020
Bachelor of Science, Computer Science | Minor, Philosophy   GPA: 3.9

RELEVANT COURSEWORK

Computer Programming	Algorithms	Introduction to Methods of Proof
Programming Lab	Computer Systems Organization	Logic Design
Data Structures	Discrete Methods	Calculus I, II, III

TECHNICAL SKILLS

Programming Languages: Java, HTML, CSS, JavaScript, Swift, Python, C
Tools: BootStrap, Git/GitHub
Computer Software: Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Google Drive, Canva

SELECTED PROGRAMMING PROJECTS   (Portfolio: dmoini.github.io)

- **Intzilla**: Integrated arithmetic for arbitrarily large integers in Java from scratch and demonstrated their capabilities with a Factorial, Fibonacci, and Exponent class
- **Autocompleter**: Utilized ternary trees in Java to suggest completed words for various string inputs
- **Sentinal**: Used a Java implementation of hash tables/functions to analyze a text file and determine whether its words have an overall positive or negative tone
- **Pi Estimator**: Implemented Monte Carlo simulation in Java to estimate value of pi
- **Optimal Change Maker**: Used dynamic programming in Java to solve the change-making problem

RELEVANT EXPERIENCE

48 Hour Fundraiser Logistics Coordinator   February 2018 - present
Blessed Sacrament Church Placement Coordinator   January 2018 - present
Better World Books Drive Coordinator   November 2017 - December 2017
MAGIS Service Organization | Los Angeles, CA

- Collaborate with 3 other coordinators to plan theme, promotional designs, and educational events
- Reserve event spaces, tables, chairs, tents, and power cables for programs and events
- Act as liaison between MAGIS and Blessed Sacrament Church to maintain clear communication between the organization and placement
- Organize weekly carpools for 40+ members
- Create tray layout each week for 10+ volunteers to reference when making bulk number of trays
- Lead reflections with MAGIS and LMU volunteers after completing our service
- Reserved event spaces, tables, and chairs for programs and events
- Monitored and organized shifts for 45 volunteers to ensure consistent representation at our tables
- Ordered boxes to ship 400+ donated books to Better World Books

Good Shepherd Shelter (GSS) Volunteer   September 2017 - present
Good Shepherd Shelter | Los Angeles, CA

- Act as positive male role model for all 30+ children who have suffered and/or witnessed domestic violence
- Mentor, play with, and tutor 5-10 children from kindergarten to 6th grade weekly
- Assist GSS staff in working events for the 20+ mothers and organizing inventory of 300+ toys

National Residence Hall Honorary Service Chair   May 2017 - present
National Residence Hall Honorary | Los Angeles, CA

- Coordinate service opportunities at LMU including Little Sibs Day and Painting and Pastries
- Monitor service hour requirements for 32 members on Google Sheets and report to executive board
- Update members of service opportunities at LMU during biweekly general assemblies

Residence Hall Association (RHA)   October 2016 - present
Loyola Marymount University | Los Angeles, CA

- Act as liaison and coordinate events for second floor of McCarthy residence hall as second floor senator, and previously represented the third floor of Del Rey South as third floor representative
- Maintained budget, recorded meeting minutes, and tracked attendance for Del Rey South RHA as operations chair

El Espejo Mentor   February 2017 - December 2017
Lennox Middle School | Lennox, CA

- Acted as role model for all mentees in the El Espejo program, which connects LMU students with over 175 high-risk students at Lennox Middle School
- Tutored, mentored, and played with same 1-2 mentees from grades 6-8 at Lennox Middle School weekly

Student Ambassador   September 2016 - September 2017
Loyola Marymount University | Los Angeles, CA
- Assisted with 15+ LMU sponsored programs for prospective students including Open House and Preview Day
- Hosted 3 student panels to answer questions from potential students and their families and called and congratulated 50+ admitted students
- Led campus tours for 3 middle school groups and hosted 3 admitted students to shadow and experience life at LMU

Retreat Leader   February 2016 - March 2016
Bishop Montgomery High School | Torrance, CA
- Lead and coordinated 2 retreats for 100+ sophomores at Bishop Montgomery High School
- Provided safe environment and facilitated conversations about personal lives for small groups of 8+ students

California Scholarship Federation Tutor   September 2012 - May 2016
Bishop Montgomery High School | Torrance, CA
- Tutored 1-3 students twice a week in math and science

WORK EXPERIENCE

Orientation Leader   August 2017
Loyola Marymount University | Los Angeles, CA
- Assisted with coordination and execution of First Year Orientation
- Supported incoming students in learning and navigating campus systems and resources while leading small groups of 30+ students

Living Learning Community Student Coordinator   Summer 2017
Loyola Marymount University | Los Angeles, CA
- Organized travel, tickets, food, and schedules for both the Program for an Engineering Education Community and Life Science Early Awareness living learning communities during move in week
- Tracked and maintained program budget of both living learning communities

Field Technician   September 2016 - present
LMU ITS Classroom Support | Los Angeles, CA
- Maintain, repair, and update all classroom technology and equipment across the LMU campus
- Train and support faculty members in use of classroom technology
- Answer 15+ calls weekly to assist LMU faculty and students with classroom technology

AWARDS, LEADERSHIP, & INVOLVEMENT

Volunteer, Good Shepherd Shelter	September 2017 - present
MAGIS Service Organization	August 2017 - present
National Residence Hall Honorary	May 2017 - present
Mentor, El Espejo	February 2017 - December 2017
Residence Hall Association	October 2016 - present
LMU Student Ambassador	September 2016 - September 2017
LMU Arrupe Scholarship	August 2016 - present