CLOTTEY ERNEST LANTEI

13 Oak Drive | Hamilton, NY 13346 | eclottey@colgate.edu | +1 (315) 316-3545

EDUCATION & HONORS

Colgate University, Bachelor of Arts, Hamilton, NY   August 2022 - May 2026
- **Double Major**: Economics & Computer Science
- **Relevant Coursework:** Financial Accounting, Intermediate Microeconomics, Intermediate Macroeconomics
- **Cumulative GPA:** 3.76/4.00 (Dean's Award with Distinction, Spring 2023 - Spring 2024)
- Study Abroad Program

Presbyterian Boys' Secondary School, Legon, Ghana   September 2017 - September 2020
- Awarded excellent performance in the West African Senior Secondary Certificate Examination (WASSCE)

WORK EXPERIENCE

JSA Intern, Career Services, Colgate University   May 2024 - June 2024
- Engaged with 2 alumni for upwards of 5 hours in the financial industry to gain valuable insights into industry roles, necessary skills, industry language, and professional nature
- Acquired proficiency in professional communication through guidance from a professional communications coach
- Commenced the Harvard Business School Credential of Readiness (CORe) program to build a strong foundation in business essentials through 150 hours of coursework

Community Leader (RA), Residential Life, Colgate University   Fall 2023 - Spring 2024
- Mentored and supported 13 residents by addressing their academic, social, personal, and health-related concerns
- Served as a liaison between hall residents and Residential Life staff, facilitating effective communication and coordination between the two bodies
- Organized and conducted educational and social programs to foster community building and personal development

Tech Assistant, ITS Classrooms, Digital Media and Events (CDME), Colgate University   Fall 2022 - Present
- Record live events and stream them on Livestream and YouTube using OBS software and video-mixing tech
- Set up and manage Zoom meetings and webinars, ensuring smooth operation and troubleshooting issues as they arise
- Troubleshoot classroom technology, providing support and creating reports on malfunctioning equipment
- Provide on-site technical support for various events, ensuring optimal audio-visual quality and performance

Teaching Assistant, Computer Science Department, Colgate University   Spring 2024 - Present
- Facilitate lab sessions to offer real-time support and troubleshooting for students' coding issues
- Assist students with Java programming projects by discussing the most effective algorithms to solve problems
- Provide one-on-one support to enhance student's understanding of core programming concepts and best practices

Mentor, Brainwek Education Consult, Accra, Ghana   September 2021 - July 2022
- Provided learning resources and developed strategic lesson plans to achieve class objectives
- Taught concepts in SAT math and verbal sections in order to offer effective exam-taking strategies
- Created a supportive and engaging learning environment to enhance students' understanding and performance
- Monitored students' progress and adjusted teaching methods to meet individual learning needs
- Conducted practice exams and review sessions to prepare students for the SAT

EXTRACURRICULAR ACTIVITIES

Treasurer, African Students Union, Colgate University   Fall 2023 - Present
- Prepare cost-effective budgets totaling over $10,000 for events by researching and securing the best-priced goods and services
- Present and defend budget proposals to the Budget Allocation Committee, justifying expenditure and value
- Collaborate in planning large events, offering recommendations on scheduling, location, and logistics
- Host general meetings, ensuring smooth communication and organization-wide engagement

SKILLS & CERTIFICATIONS

Certifications: iAct Microsoft Excel certification (2023), HBS Core (2024)[a], IGD[b] facilitator certification (2024)
Computer skills: MS Word (Proficient), MS PowerPoint (Proficient), MS Excel (Proficient), Zoom (Proficient), Python

---

a: To be completed in August 2024
b: Intergroup Dialogue