**Education**

**HUNTER COLLEGE** **New York, NY Expected Graduation Fall 2019**

*Candidate for Bachelor of Arts in Computer Science*

**COURSEWORK**

* Discrete Structures - Software Analysis and Design I - Software Analysis and Design II
* Computer Architecture I - Matrix Algebra - Calculus I - Calculus II

**Programming Activities \_\_\_\_**

**PROJECT CODE PHASE I New York Public Library Sept. 2017 – Dec. 2017**

* Collaborated with a team of two to create a website using HTML and CSS
* Created an independent website utilizing topics learned from class such as Classes and ID’s, Containers, Design Concepts and Positioning.

**technical Skills other skills**

* + Programming Experience **–** C++, HTML, and CSS - Certified in CPR and Psychological First Aid
  + Proficient in Microsoft Word and Excel - Fluent in English and Bengali
  + Experienced with Microsoft Windows, Mac OS & Linux - Proficient in Spanish
  + Troubleshooting Technical Issues

**PROFESSIONAL Experience**

**SENIOR CITIZEN ASSOCIATION HUNTER COLLEGE** **January 2016—May 2018**

*Receptionist*

* Checked-in seniors and performed basic clerical duties
* Assisted senior auditors with signing up for classes and scheduling
* Provided seniors with IT support regarding access to CUNY

**KUMON ASTORIA** **Astoria, NY** **Sept. 2014 – Jan. 2016**

*Tutor/Instructor’s Assistant*

* Produced and organized classwork weekly for students
* Utilized Microsoft Excel to track student’s daily progress on a computer database
* Communicated with guardians about student’s progress & other academic concerns

**Coler speciality hospital and nursing facility June 2015 – Aug. 2015**

*Patient Account Assistant* **June 2013 – Aug. 2013**

* + Conducted copies and scanned hospital files to an HHC database
  + Opened, sorted, and distributed incoming messages to other hospital departments
  + Recorded patient history on an excel database and organized patient files

**Volunteer Experience**

**Bellevue hospital center New York, NY** **June 2016 –November 2016**

*Patient Navigator Volunteer*

* Welcomed and served as patient’s liaisons at the Adult Primary Care clinic
* Improved patient experience by maintaining patient flow and decreasing patient waiting time
* Assisted clinic administrators with patient data entering and patient appointment scheduling using an HHC program database

**American Red cross** **New York, NY** **April 2016 – Present**

*Red Cross Volunteer*

* Received psychological first aid and CPR training in order to spot injured runners at the NYRR marathon
* Installed over 30 fire alarms within homes and educated residents about the importance of fire safety
* Coordinated with a team of volunteers to organize and tidy multiple classrooms to beautify an elementary school

**AWARDS**

Awarded with the Albert Shanker College Scholarship Fund of the UFT for outstanding academic excellence