

Iris Pei

Carnegie Mellon University

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Summary

Hi, I'm Iris! I am a rising sophomore at Carnegie Mellon University studying Statistics & Machine Learning and Business Administration.

Skills

- Proficiency in Python, experience in JavaScript, HTML/CSS
- Customer Service
- Teaching Experience
- Proficiency in Microsoft Word/Excel

Work Experience

Assistant Instructor at Girls Who Code - Workday Campus (May 2018-August 2018)

I'm currently working as an Assistant Instructor for the Girls Who Code Summer Immersion Program at Workday. I'm involved in teaching 20+ high school girls various programming languages (Python, JS, HTML/CSS, Arduino) and in helping girls work towards their goals of becoming programmers.

Student Caller for Ruffalo Noel Levitz (August 2018-Present)

I work with Carnegie Mellon's Alumni Association and call alumni to request donations to the university. I am also in charge of keeping alum demographic information updated and correct.

Mentor/Essay Reader at CollegeVine Consulting (May 2017-January 2018)

I was involved in helping high school students in discovering their interests, developing significant self-motivation, and becoming high performing individuals. In addition, I proofread Common Application essays.

Intern at the Office of US Congressman Eric Swalwell, Hayward, CA (June 2016-Nov 2016)

I handled phone calls, performed various administrative duties, and interacted with constituents to ensure the proper processing of their casework whilst helping with the Congressman's reelection campaign.

Summer Intern at the Office of State Senator Steven Glazer, Walnut Creek, CA (Jun 2015 – Aug 2015)

I managed the phone calls, performed administrative duties, and created a comprehensive database containing the contact information of every elected official within the Senator's district.

Education

Carnegie Mellon University - BS, Statistics and Machine Learning
2017-2021

Dougherty Valley High School, San Ramon, CA
2013 – 2017