*Kirin Masood*

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| **Education** | **Vanderbilt University, B.A.**  Political Science  Honors: Dean’s List 2009, 2011, 2012 | Nashville, TN  *May 2012*  Cumulative GPA: 3.45/4.0 | |
| **Work Experience** | **Bloomberg LP**  *Jr. Data Analyst* | Princeton, NJ  *Feb 2013- June 2013* | |
|  | -Modeled, structured, and insterted data into the BGov database of the Bloomberg Terminal  -Spearheaded project that organized information regarding government regulations and documented corporate responses to those regulations  -Worked closely with ruby/rails programmers to edit database structure; included implementing specific categories, specific sorting functions etc. | | |
|  | **Visionet Systems**  *Analyst* | Cranbury, NJ  *May 2012-Feb 2013* | |
|  | -Developed and maintained summaries of each of the software products developed by the company, collaborated on explaining products to clients, writing press releases/brochures, and maintaining the website  -Collected and analyzed business requirements of the clients in order to adapt Visionet's proprietary mortgage software products, VisiLoanReview and VisiRelease to the individual needs of the customer  -Worked closely with the Chief Compliance Officer and researched laws and regulations pertaining specifically to the mortgage industry | | |
|  | **US Congress**  *Intern* | New Brunswick, NJ  *June 2011-August 2011* | |
|  | -Initiated, organized, and completed a project that took 2,000+ physical files from 1989 to 2011 and input them into a program that was sortable by date, name, and issue; registered files with national archives  -Assisted constituents with various issues dealing with immigration; maintained contact with various Embassies and US Citizenship and Immigration Services  - Was the first point of contact for constituents; answered phones and addressed walk ins | | |
|  | **Message & Media**  *July 2011-August 2011*  *Intern* | | | Cranbury, NJ | |
|  | -Researched all news coverage of NJ Governor Chris Christie extensively, collected press coverage, summarized each article and organized it by date  -Forwarded information to the programmers who put the information in the database for ONE NJ which categorized by policy, date, and issue  -Wrote and reviewed press releases and memos for the political consulting firm.  **Vanderbilt Orbis**  *Sept 2011-May 2012*  *Senior Staff Writer*  - Wrote opinion pieces for this weekly publication specifically focusing on issues relating to national politics and foreign policy | |  | |
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