

# James Macak

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## Education

### HARTWICK COLLEGE

B.S. in Computer Science. Cum GPA 3.94/4.00

Oneonta, NY

Anticipated Graduation - May 2021

### Relevant Coursework

Computer Security, Building Tomorrow's Software, Computer Ethics, Database Concepts, Advanced Programming Techniques, Cracking the Code

### Scholarships and Awards

Hartwick College Oyaron Scholarship, Dean's List for Fall of 2017 and Spring of 2018

### Leadership

Actively taking a leading role in day to day group activities to accomplish the task at hand.

## Experience

### HARTWICK COLLEGE

#### Technology Resource Center – Student Technology Assistant

Oneonta, NY

June 2018 – Current

Responsibilities include computer hardware and software troubleshooting, network support, account support, technology email, answering IT questions, Helpstar to document work, tracking inventory, prepping student/faculty/staff laptops, and assist with various projects on a daily basis.

#### Office of the President

December 2016 – Current

Responsible for managing content on the President's Office sector of the Hartwick College's website, Desire 2 Learn portal, assist in designing of future web pages, traditional office duties, and actively working on confidential projects supervised by the Assistant to the President.

#### Blue Key Ambassador

August 2017 – December 2017

Gained experience working in the Admissions Department. Expectations and responsibilities included presenting a positive and welcoming attitude, managing the admission desk, check-in visiting students, campus tours to perspective students/families, and participating in Open House events.

### HUMMINGBIRD WEB DESIGN

Freelanced from home – Port Washington, NY

#### Google Analytics

2017 - 2018

Provided Google Analytics support for Hummingbird Web Design. In addition to setting up basic GA tracking, offered custom reports and breakdowns of generated reports. Obtained the GAIQ certification before doing work that affected clients, maintained certification over that period.

## Volunteering

### SACRED HEART PARISH

#### Altar Construction Project

Sidney, NY

April 2016 – May 2016

Assisted in the construction of new altars for Sacred Heart Parish.

### Positive Community Actions

Ongoing

Volunteer at various community hosted events including the food pantry, church provided dinners, coffees, and parish events. Helping neighbors meet their needs.

## Technical Skills and Interests

**Experience in:** Java, MySQL, R/R Studio, C, HTML/CSS, WordPress, Google Analytics

**Interested in:** Artificial Intelligence, Python, Computer Security, Mathematics