

JAY DALTON ANDERSON

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EDUCATION

New York University, Leonard N. Stern School of Business, New York, NY May 2021
Bachelor of Science

Major: Business, Concentration in: Management, Computing and Data Science | GPA 3.27

Minor: Computer Science | GPA: 3.35

Relevant Coursework: Data Structures, Operating Systems, Introduction to CS, Introduction to Programming

National University of Singapore, Singapore January 2020 – December 2020
International Business Exchange Program

Relevant Coursework: Computer Organization, Predictive Analytics in Business

TECHNICAL SKILLS AND PROJECTS

Coding Languages: Proficient in Java, Python, C; Familiar with JavaScript, SQL, MIPS/Assembly

Other Tools: Excel, Tableau

Projects:

- **Elon Musk Sentiment Analyzer (Python):** Compares movie reviews to tweets and returns most positive tweet
- **Fibonacci Computation (Java):** Computes the Fibonacci sequence in $O(\log n)$ time using matrices
- **Operating Systems Shell (C):** Expandable shell that utilizes `fork()`, `execve()`, and C API's to complete commands

WORK EXPERIENCE

NYU Gallatin School of Individualized Study, New York, NY September 2018 – Present
Information Technology Intern

- Work under IT Specialist and Director of Technology to ensure technology in 15+ classrooms is functional
- Maintain classroom technology operability through regular cleanings, software updates, and data wipes
- Determine causes of technology malfunctions and develop solutions via modifications, repair, or external support
- Assist users in determining appropriate technical solutions to meet their needs

The Better Business Bureau of Metro New York, New York, NY June 2020 – August 2020
Dispute Resolution Analyst Intern

- Continually maintained an active caseload of over 300 disputes between consumers and businesses
- Oversaw and managed dispute case progress from intake to closure
- Reached out to businesses/consumers via telephone or email regarding additional information or clarification

NYU School of Law, New York, NY March 2019 – December 2019
Information Technology Helpdesk Assistant

- Performed daily checks for 20+ computers/printers to ensure all technology is functional and prepared for use
- Answered calls regarding technology emergencies and assisted in restoring devices to an operational status
- Contributed to technical documentation and participate in policy, procedure, and standards development

Heritage South Credit Union, Sylacauga, AL January 2017 – August 2019
Banking Services Intern

- Assisted members with a variety of transactions including check cashing, depositing, transfers, and withdrawals
- Completed daily average of 200 customer transactions while maintaining a balanced drawer
- Performed manual archiving and data recording of customer transactions and required loan documents
- Coordinated with other institutions to verify and retrieve required documents associated with active loan accounts

ADDITIONAL INFORMATION

- **Affiliations** – Social Impact Fellowship (September 2018 – December 2019)
- **Interests** – Film, theatre, acting, coding, fitness, cooking, oil painting, motorcycles