# Kyla Clarke | Active Secret Clearance

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#### **SUMMARY**

Currently seeking an internship opportunity that will aid in connecting my academic background to real-world application, enhance my professional development, and foster an environment of hands-on learning. I am a lifelong learner who seeks to combine creativity and technical aptitude to help provide solutions to any problem and look forward to partnering with a company that will aid in my continued growth.

#### **EDUCATION**

Norfolk State University, Graduation May 2026

Norfolk, VA

Bachelor of Science - Computer Science [3.9 GPA]

University of San Diego, 2022 - 2023

San Diego, CA

Bachelor of Science - Computer Science

#### WORK EXPERIENCE

August 2019 - Present

Clarke Information Technology Solutions, LLC

Hampton, VA

## Web Developer & Project Manager

Focused clientele have been small businesses and start-ups. Helped 10+ businesses bring their vision to life through dynamic, specialized websites. Throughout the process, learned to help streamline the client-vendor experience.

- Collaborate with clients for design translation into functional websites.
- Contributed to project scoping and sprint planning, ensuring alignment on priorities and deliverables.
- Facilitated weekly stand-ups to identify blockers, re-evaluate sprint progress, and adjust timelines based on team velocity and client needs.

March 2025 - present

## **Norfolk State University**

Norfolk, VA

#### **Student Affairs Intern**

Appointed to the AGOGE 2025 Planning Committee (NSU's Welcome Week for Fall 2025), with a key role in:

- o Increasing student engagement and connectivity through innovative programming ideas.
- Contributing to event design, logistics coordination, and marketing strategies.
- Collaborate with university departments to enhance student support services and overall campus experience.
- Manage administrative responsibilities such as data entry, scheduling, and report preparation.
- Research to promote campus resources and events.

#### **CERTIFICATIONS**

CompTIA Security+

Expires Aug, 16 2027

# TECHNICAL SKILLS AND SOFTWARE PROFICIENCIES

• Python • C++ • UNIX •SQL • Content Management Systems [Wix, Weebly, GoDaddy, Kentico] •Figma •CSS • JavaScript • Github • Web Development • UI/UX Design • HTML • Microsoft Suite • Google Workspace • Excel for Data Analysis

## **ACADEMIC OPPORTUNITIES**

May 2024

## Thurgood Marshall College Fund - The Pitch (Placed 3rd out of 25 Teams)

Participated in a five-day entrepreneurial competition; collaborated with a diverse team to develop solutions using the Business Model Canvas. Strengthened skills in ideation, customer discovery, team building, and pitching to a panel of industry experts.

• Utilized Figma to create the prototype for our business idea <u>SecureSync</u>: an application utilizing blockchain and AI to securely store, verify and analyze data within a user's databases.

#### **ACTIVITIES & AWARDS**

Social Media Director, Harvest Church of Hampton
NROTC Scholarship Recipient
Emerging Leaders Merit

Scholarship Recipient • Harvest Church of Hampton Scholarship Recipient • VBS Volunteer