

KENDALL MOFFETT-SKLAROFF
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-ENGLISH (NATIVE), FRENCH & SPANISH (INTERMEDIATE)-

EDUCATION

2012-2016 **The George Washington University** Washington, DC
Bachelor of Arts in Mathematics (focus in Computational Mathematics)

- Programming and mathematical skills for analyzing data
- Theoretical modeling of advanced mathematical ideas
- Focus in linear regression and large-scale network modeling

CREDENTIALS

SkillPath Seminars- *Fundamentals of Successful Project Management course*

WORK EXPERIENCE

June 2016- **American Society for Engineering Education - Research Assistant II** Washington, DC
Present

- Conducts specific data collection and analysis tasks, utilizing qualitative and quantitative research skills.
- Designs and implements online surveys; collects and analyzes survey data; provides written and/or visual reports on findings
- Communicates with internal and external clients to clarify evaluation questions and research objectives
- Development of project management plans and research/evaluation plans to overhaul new IT data system
- Works on more than one project simultaneously and prioritizes resources, deadlines, and deliverables effectively, as well as e-commerce management
- Support institutional research activities with engineering schools members, and other research and evaluation tasks as assigned
- Analyzes and prepares data for various Web-based and print publications
- Merges data from databases, spreadsheets to display into other formats, through data mining tools
- Prepares reports, gathers data, composes correspondence and establishes electronic files
- Building and redevelopment of multiple websites with UX design and business analytics for project management
- Development of BI data visualization tools for data management
- Promoted after 1 year
- 2016 STEM Central Evaluation Report
- **Published work: 2016 ASEE Profiles of Engineering and Engineering Technology Colleges**

March 2014 - **SoulCycle - Key Holder** Washington, DC
February 2016

- Responsible for the management of studio
 - Effectively communicated with corporate management to fulfill needs of studio
 - Maintain rider files, financial records, regular studio practices
 - Train new hires for opening of new studios in DC region
 - Develop Standard Operating Procedures for efficiency & task management
 - Customer interaction at all times; maintaining a great relationship with high-profile clients
 - Promoted after 1 year
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INTERNSHIP EXPERIENCE

Summer 2013 **NASA, Jet Propulsion Lab - Intern Payload Analyst** Pasadena, CA

- Fulfilled role as payload analyst- Examined data for efficient flight of SLS
- Used software to model different internal design for payload bay and storage
- Completed preliminary reports for design and efficiency engineers
- Displayed ability to work closely and efficiently with all staff and interns

DATA PROFICIENCY

Matlab, Mathematica, Xcode, R Studio, LaTeX language, HTML&CSS, Microsoft Office Suite (Word, Excel, PowerPoint), iWork (Pages, Numbers, Keynote), JIRA Software (Atlassian), Trello, Survey Monkey, Word-Press, Adobe InDesign, Adobe Illustrator, MAXQDA, Google Analytics, Smartsheet, Tableau, C Language, Python

HONORS/ACHIEVEMENTS

2014-2015 **Mathematics and Statistics Club of GWU**

Community Outreach

- Planned events on and off campus
- Regular contact with club members

2015-2016 **Mathematics and Statistics Club of GWU**

President

- Advocated for bigger presence on campus through outreach events
- Partnered with Women in Mathematics club for multiple events
- Raised membership numbers, created Facebook page and club email
- William Lowell Putnam Math Competition, Virginia Tech Regional Math Contest participation