

KIERSTEN HILEMAN
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Summary	Skilled project manager with an aptitude for data and policy analysis. Adept researcher who thrives balancing multiple projects.	
Education		
2021 - 2023	American University Candidate for Master in International Economic Relations expected May 2023	WASHINGTON DC
2015 - 2018	University of Florida Bachelor of Arts degree, Economics, Political Science; Certification International Relations	GAINESVILLE, FL
Experience	AP GLOBAL HOLDINGS	
Jan 23 – Present	Director of Operations, <i>Available Power Cyber</i> <ul style="list-style-type: none">▪ Establish project management tools and software for adoption company wide▪ Edit Statement of Work proposals for client review▪ Interface with technology partners to ensure timely installation of ongoing projects	WASHINGTON DC
Oct - Dec 22	Development Analyst, <i>Available Power LLC</i> <ul style="list-style-type: none">▪ Identify problems in data analysis tools and algorithms▪ Produce accurate and representative data and figures to potential investors and subcontractors▪ Implement new process for data analysis and project management	
Fall 22 - 23	AMERICAN UNIVERSITY, SCHOOL OF INTERNATIONAL SERVICE Fellow, <i>Center for Security, Innovation and New Technology</i> <ul style="list-style-type: none">▪ Conduct independent research projects to be used in briefs for CSINT relating to CXEO priorities, cloud storage of secure data, FinTech and other national cybersecurity implications▪ Co-author articles, briefs, and blog posts with cohort of fellows detailing implications of zero trust security model; assisting with data review and analytical writing for publication on CSINT website	WASHINGTON DC
Jan 22 - Present	Staff Editor, <i>Journal of International Service</i> <ul style="list-style-type: none">▪ Verify data and statistical evidence utilized in research submitted to the Journal before publishing▪ Collaborate with team of 10 editors to select and copy edit final 15 research pieces for the spring volume of the journal▪ Liaise with authors regarding style and factual corrections to be made in their work	
Aug 21- Aug 22	Communications Director, <i>Graduate Student Council</i> <ul style="list-style-type: none">▪ Develop marketing and content strategy to be utilized on Twitter, Instagram and Facebook▪ Administer and analyze student survey data for proposed policy adjustments when meeting with university administration	
2018 - 2021 Dec 18 - Jul 21	SPECTRUM NEWS NY1 Assignment Editor <ul style="list-style-type: none">▪ Utilized NYC's Open Data online platform to compile and examine relevant statistics for news investigations▪ Analyzed and tracked local and state policy at each stage of the legislative process▪ Directed and coordinated 15 photographers and reporters throughout daily breaking news coverage	NEW YORK, NY
Awards		
2021, 2022	NY EMMY AWARDS Spectrum News NY1, <i>Breaking or Spot News</i>	NEW YORK, NY
2019	NY Press Club Awards Spectrum News NY1, <i>Breaking or Spot News</i>	NEW YORK, NY

Data Analysis Experience

Intermediate R Studio, Beginner Stata Experience

- Comfortable adapting data repositories into program and project management software to maintain deadline analysis via Gannt charts
- Creating visualizations to lead a data-driven presentations in a professional manner
- Utilizing programing tools to clean and create a dataroom for a client containing only relevant information