

Jennifer M. Plunkett

(309) 846-3945
jplunkett@utexas.edu

EDUCATION

The University of Texas at Austin

Expected December 2017

Bachelor of Science, Computer Engineering
(I: Software Engineering, II: Information Studies)

Relevant Courses: Software Design & Implementation I & II (Fall 2016), Embedded Systems, Multivariable Calculus, Circuit Theory, Digital Logic Design, Linear Systems & Signals, Competitive Intel. Resources/Strategies (Fall 2016), Discrete Math (Fall 2016), Engineering Communications (Fall 2016)

WORK EXPERIENCE

Project Management Intern, ARM, Inc.

Summer 2016

- Create/gather project status reports and information for resource planning
- Update cross-team communications information and manage quality statistics
- Create and automate team charts, spreadsheets, databases, and management tools
- Assist with internal audit of project deliverables and coordination of engineering changes
- Projects:
 - Created a “Lessons Learned” dynamic document database in Atlassian Confluence
 - Wrote a Visual Basic for Applications macro to manipulate emulator data in Excel

Web Developer, UT ITS ServiceNow

Spring 2016

- Web developer and programmer for the public facing [UT ITS website](#)
- Created website assets and managed/cleaned up existing web content
- Assisted with knowledge management for existing ITS help articles and migrated content into UT's ServiceNow implementation
- Created templates and HTML & CSS code to allow Service Owners a smooth transition to the ServiceNow platform

LEADERSHIP EXPERIENCE

President, IEEE Computer Society at UT

Summer 2015 – Summer 2016

- Facilitate communication with corporate partners
- Coordinate officer meetings, elections, and budgetary meetings
- Maintain finances and keep information up-to-date with UT administration
- Supervise officer team to ensure they carry out their duties, assisting them when possible

Secretary, IEEE Computer Society at UT

Summer 2014 – Spring 2015

- Facilitated communication between branch leadership and organization membership
- Managed new website, created promotional materials, and refined site design
- Managed documentation from technical talks, general meetings, and social events

SKILLS

Proficient with C/C++, Visual Basic, CSS, HTML, Confluence/JIRA, Visual Studio, Photoshop
Familiar with Java, JavaScript, Ruby, PHP

ACTIVITIES

Member, Institute of Electrical and Electronics Engineers

Fall 2013 – Present

Member, Women in Electrical & Computer Engineering

Fall 2013 – Present

Volunteer, Longhorn Lights Out

Fall 2013 – Fall 2015

Member, Longhorn Band Student Association

Fall 2013 – Summer 2014

Piccoloist, The University of Texas Longhorn Band

Fall 2013 – Summer 2014