

## Jennifer M. Plunkett

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Austin, TX 78732

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### EDUCATION

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#### **The University of Texas at Austin**

Class of 2017

Bachelor of Science, Electrical/Computer Engineering

Relevant courses: Software Design & Implementation, Embedded Systems, Introduction to Electrical Engineering, Introduction to Computing, Differential & Integral Calculus, Sequences Series & Multivariable Calculus, Circuit Theory (Fall 2015)

### WORK EXPERIENCE

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#### **Senior Student Associate**, ITS Help Desk UT Austin

Summer 2014 - Fall 2015

- Provide students, faculty, and staff at The University of Texas at Austin a central contact point for Information Technology support and questions concerning ITS services
- Develop professional leadership skills by participating in customer service workshops and student employee excellence training
- Tailor support responses and escalations to suit customer needs

#### **Disney College Program Intern**, The Walt Disney Company

Spring 2015

- Developed professional leadership and team-building skills by providing excellent guest service/recovery and loss prevention in the Walt Disney World Parks
- Upheld Walt Disney Standards while on/off-stage to create successful guest interactions

### LEADERSHIP EXPERIENCE

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#### **President**, IEEE Computer Society at UT

Summer 2015 - Present

Student branch of the IEEE Computer Society that connects students with companies in ECE

- 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

### PROGRAMMING SKILLS

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Proficient with C/C++, ARM ASM, CSS, HTML, Git, Linux, Microsoft Visual Studio, Photoshop  
Familiar with Java, JavaScript, Ruby

### ACTIVITIES

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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 - Present

Member, Longhorn Band Student Association

Fall 2013 – Summer 2014

Piccoloist, The University of Texas Longhorn Band

Fall 2013 – Summer 2014