MATTHEW GARDNER

1765 Spinaker Drive, Woodbury, MN 55125 matthew.brian.gardner@gmail.com | (651) 769-4973

EDUCATION

University of Minnesota: Twin Cities

Bachelor of Science in Statistics, minors in Computer Science and Mathematics

May 2016

STRENGTHS

Demonstrated leadership in team-oriented project planning and management Diverse exposure to Business, Economics, and a variety of Engineering disciplines Motivated to consistently improve through self-education Proficient communicator, speaker, teacher, and writer Supplemental education in Accounting, Finance, and Machine Learning

TECHNICAL SKILLS

Programming: C++, Java, MATLAB, Python, R, SQL, VBA

Visualization: Mathematica, Photoshop, SolidWorks, Tableau

Miscellaneous: Git, Google Apps, LaTeX, Microsoft Office, Markdown, Project Planning

WORK EXPERIENCE

Assistant Client Services Specialist

Willis of Minnesota, Inc. May 2014 – August 2014

Data analysis in Excel, complemented by VBA development

Data visualization in PowerPoint, Word, and other in-house software

Projects Committee Chairman

CSE Expo September 2014 – May 2016

Planned, tracked, and consulted with interdisciplinary projects

Worked with CSE administrators to support funding and event planning

Purchasing Manager

Tesla Works April 2013 – May 2014

Managed a budget of over \$45,000

Project budgeting, planning, and purchasing management

Teaching Assistant

University of Minnesota: Twin Cities - Carlson School of Management September 2014 – June 2015

Classes INS 4101, 4200 (additional work with INS 4100)

Writing and grading class assignments and tests

Everyday presence in classroom for questions and course feedback