NAME
Phone number | Tufts email

EDUCATION
Tufts University, Medford, MA   Expected May 20xx
Candidate for Bachelors of Arts

Saratoga Springs High School, Saratoga Springs, NY   June 20xx
High School Diploma

WORK EXPERIENCE
Happy Valley Summer Camp, Saratoga Springs, *Camp Counselor*   May 20xx-Aug20xx
- Planned, coordinated, and executed activities while guiding group or 20 middle school campers in personal growth and daily living skills
- Assisted in the direction and supervision of campers in their living unit and during activities while championing program initiatives and camp mission
- Safeguarded personal property, camp equipment, and facilities
- Provided leadership to campers in all areas and acted as a role model in all areas of camp activities, including cleanliness, punctuality, chores, rules and sportsmanship
- Planned and hosted end of summer bonfire by securing fire permit and needed materials, and teaching safe bonfire procedures to campers

Hudson Valley YMCA, Saratoga Springs, *Teen Mentor*   May 20xx-Aug 20xx (Seasonal)
- Facilitated small group discussions with teens about issues such as dating, fitness, education, and alcohol and drug awareness to promote a healthy, people-centered approach to safety and harm reduction
- Contributed to and participated in training program and weekly meetings with YMCA staff to strengthen group facilitation skills

Serenity Housing, Ballston Spa, NY, *Receptionist*   Jan 20xx – Aug 20xx
- Provided warm and attentive customer service by greeting clients and answering phone calls in a high-volume sales office
- Reviewed office databases to update and improve current file

LEADERSHIP
Psychology Club, Saratoga Springs High School, *Vice President*   Sept 20xx – June 20xx
- Moderated weekly meetings consisting of 25 members by keeping track of time, taking notes, and announcing agenda items
- Coordinated monthly one time volunteer opportunities for members by partnering with local community organizations
- Coordinated speaker series by researching local psychology professors to come talk with our group and share about their research

SKILLS & INTERESTS
Computer: MS Excel, PowerPoint
Language: Proficient in Spanish
Interests: Skiing, soccer, basketball, hiking, film

Name

Phone number | Tufts email | github.com/myname

EDUCATION

Tufts University, Medford, MA   May 20xx
Bachelor of Science in Computer Science, Minor Music Engineering
GPA 3.53, Dean's List

Relevant Courses: Computer Architecture; The Art of Commercial Software Development; Programming Languages; Music Apps on the iPad; Intro to Software Design and Analysis; Music Information Retrieval; Music & Art of Engineering; Computer Tools for Musicians; Acoustics

TECHNICAL SKILLS

Software/Tools: Microsoft Office; AutoCAD, MATLAB, GarageBand, ProTools, Sibelius, Reason, Digital Performer
Programming Languages: Visual Basic, C/C++, Java, Python

PROJECTS

Earth Navigation, Introduction to Computer Science, Tufts University   Sept - Dec 20xx
- Designed program that simulated navigation of Earth's Surface using Java

House Plant Simulator, Introduction to computer Science, Tufts University   Sept - Dec 20xx
- Built software program that simulated and visualized how plants grow using C++

TravelPro, Tufts University PolyHack Competition   Jan 20xx
- Co-Produced project idea, developed pseudocode and integrated program with Tripadvisor API

Electronic Musical Instrument, Electronic Instruments, Tufts University   Feb - May 20xx
- Designed and built electronic musical instrument with two other teammates
- Programmed computer to interpret signals based on colors pressed by musician

EXPERIENCE

Student Teacher Outreach Mentorship Program (STOMP)   June 20xx - Present
STOMPer
- Teach engineering concepts to sixth grade students at West Somerville neighborhood school on a weekly basis by creating lesson plans and presenting instruction
- Provide mentorship to students through developing individualized relationships outside of instruction time

Stevenson Lumber Co., Stevenson, CT   Sept 20xx - Feb20xx
Yard Helper/Delivery Truck Driver
- Promoted to delivery truck driver from yard helper after six weeks, based on performance and dependability

ATHLETICS

Tufts University Varsity Football   Sept 20xx - Present
Starting Defensive Back/Gunner
- Liaise with coaching staff on an on-going basis to enhance team cohesiveness
- Led tours of athletic facilities to prospective student-athletes and their families
- Learn and execute the policies and procedures governed by the NCAA
- Dedicate over 20 hours a week to training, practice and games

ACTIVITIES

Kids Day, Tufts University, *Student Organization Coordinator*   June 20xx - Present
Computer Science Exchange, Tufts University, *Member*   Sept 20xx - Dec 20xx
No Homer's Club, Dodge Ball Benefit Game, Tufts University   Sept 20xx

NAME
(617) 432-8765
student@gmail.com

EDUCATION

Tufts University, Medford, MA   May xxxx
Bachelor of Science in Chemical Engineering

Relevant Courses: Physical Chemistry of Polymers, Hazardous Waste Treatment Technology, Chemical and Biological Separations, Surface and Colloid Chemistry, Reactor Design, Data Structures, Process Dynamics and Controls

ENGINEERING EXPERIENCE

Aramco Services Company   May xxxx – Present
Gas Separations Intern, Cambridge, MA
- Separated gas molecules for experiments by casting membranes for post processing and characterization
- Experimented with various hollow fiber dopes and conditions by separating and testing membranes using the laserquadra knife
- Functionalized membranes using cross-linking techniques
- Investigated mechanical and thermal properties of various polymers by examining molecules utilizing various strength microscopes
- Conducted single gas tests for performance testing by running separated gas molecules through functioner machine

Smart Polymers, Membranes and Separations Laboratory
Undergraduate Research Assistant, Tufts University, MA   January xxxx – May xxxx
- Manufactured polymer membranes and dyes for filtration tests by using a staking polymer technique
- Collected and modeled diffusion rate data on different dyes utilizing a diffuser
- Synthesized zwitterionic copolymers for brackish water testing
- Characterized novel copolymer membranes using FTIR and TGA
- Tested frack wastewater flux and fouling resistance by using a frack measurer

Bits Bytes & Bots
Instructor, Anytown, NY   June xxxx – August xxxx
- Taught multiple classes involving Robotics, Game Maker, and Scratch by creating lesson plans and providing weekly instruction
- Guided 20-30 campers through their daily schedule and led fun social transition activities
- Solved any issues that arose between students and with the camp's computers by utilizing training in conflict resolution
- Created curriculum for other instructors to use in future classes by archiving lesson plans and assessments

Marine Biotechnology Laboratory
Intern, University of Connecticut, Stamford, CT   June – August xxxx
- Cultivated and gathered seaweed plants in labs and rivers carefully as to preserve the local ocean floor
- Investigated the fluorescence of ground seaweed using blue and black lights and tracked observations

SKILLS

Lab: Polymer synthesis, characterization, NMR, DSC, FTIR, TGA, DMA
Computer: Visual Basic, C++, Python, HTML and CSS
Language: Proficient Spanish

Name

Cell Phone • Email

EDUCATION

Tufts University   **Medford, MA**
Bachelor of Arts in International Relations (Middle Eastern Focus); Minor in Finance   Expected May 20xx

Relevant Courses: Microeconomic Theory, Business Law, Entrepreneurship and Business Plan, Industrial Economics, International Economics, Entrepreneurial Marketing, Entrepreneurial Finance, Statistics, Calculus, Linear Algebra

University of Queensland, Brisbane, Australia   Spring 20xx

FINANCIAL EXPERIENCE

Neuberger Berman   **New York, NY**
Portfolio Management Intern and Legal & Compliance Intern   June – August 20xx
- Researched and analyzed portfolio holdings as part of ongoing due diligence efforts of industry-leading equity portfolio manager specializing in master limited partnerships ($2.5B AUM as of 8/20xx)
- Prepared report on future prospects of liquid natural gas and presented findings to portfolio management group
- Reviewed investment management agreements with attorneys in Legal & Compliance department and documented specific terms, including most favored nation clauses, for institutional and high net worth clients
- Studied articles from industry publications involving regulatory actions and fines imposed on financial firms and developed summaries for inclusion in firm's annual training presentations
- Developed filing system for documentation associated with pledge and lien accounts at firm
- Partnered with firm's corporate social responsibility arm and Association to Benefit Children by volunteering to help underprivileged children explore New York Metropolitan Museum of Art

Wealth Management Intern – Dallas, TX   June – August 20xx
- Prepared client asset analyses in Microsoft Excel for meetings with high net worth and ultra-high net worth individuals
- Updated client information in computer database to ensure that portfolio managers had current information
- Provided initial training to new full-time employee including instruction on compiling asset summaries
- Researched charitable foundations, leading to several taken on as new clients

Wellington Capital   **Brisbane, Australia**
Intern   April – June 20xx
- Communicated with shareholders regarding upcoming shareholder votes in funds collectively worth $230MM AUD
- Assisted supervisors by compiling and binding research materials, helping with mailings, and printing as required

LEADERSHIP

Tufts Financial Group   **Medford, MA**
Vice President   September 20xx – Present
- Serve on the executive board of a student-run investment group managing $150,000
- Liaise with alumni to develop outreach initiatives such as finding alumni speakers and coordinating events
- Led a team of 20 students and analyze and identify high-potential, undervalued stocks and present to TFG members
- Research and pitch companies for inclusion in portfolio; successful pitches include Express Scripts and Exxon Mobil
- Mentor junior analysts by explaining financial metrics and valuation methods, including DCFs and Comps
- Initiated Analyst Resource Center with 100+ books and additional online resources with industry expertise and advice

Office of Residential Life and Learning, Tufts University   **Medford, MA**
Resident Assistant   August 20xx – Present
- Advise 40 undergraduate students, organize floor programs, and help resolve personal, academic, and administrative issues
- Monitor two dormitories, ensuring the safety and security of 300 residents
- Participate in extensive training focused on community building and conflict resolution

Tufts Consulting Collective   **Medford, MA**
Project Manager   January 20xx – Present
- Lead a team of student consultants to provide pricing and marketing strategy for a media start-up
- Perform financial valuation for the company to attract investors

SKILLS AND INTERESTS

Language: Fluent in English and Chinese, Proficient in French
Computer: Proficient in Visual Basic, Excel, PowerPoint, Bloomberg, Dealogic, SAS, and Stata
Interests: Rafting, Rock Climbing, Soccer, and Historical Fiction

Name Surname

☎ +91-00000000   ✉ nehamalhotra@gmail.com   in   ⚙

Education

National Institute of Technology, Madras	**June 2024**
Bachelor of Science in Computer Science and Engineering	*CGPA:9.47*
Kendriya Vidyalaya Panisagar	**March 2020**
Class 12th in PCM	*Percentage: 93.8%*
Kendriya Vidyalaya Panisagar	**March 2018**
Class 10th	*Percentage: 95%*

Technical Skills

Programming Languages: Python, C++, C
Query Languages: SQL, GraphQL
Web Technologies: HTML, CSS, RestApi
Developer Tools: VS Code, Git, Jupyter Notebook, Postman, Grafana
Frameworks and libraries: Django, Scikit, Pandas, PyTorch, Django ORM, DRF, python-pptx, openpyxl, Celery
Platforms: Windows, Linux, MacOS

Experience

R'Dash(91Squarefeet) — **January 2024 – Present**
SDE-1 Intern(Backend) — *Gurgaon, India*

- Engineered and enhanced 3 key features (invoice, credit note, payment-request) using a layered architecture for scalability and maintainability.
- Designed and deployed 50+ robust APIs utilizing Django Rest Framework (DRF) and Restful Architecture.
- Identified and resolved performance bottlenecks with Grafana and Django Debug Toolbar (DJDT), reducing query counts from 200+ to <10 and improving API response times.
- Implemented asynchronous task processing using Celery and shared tasks, and used Django signals to trigger events, including sending push and WhatsApp notifications.

Edulyt India — **August 2023 – September 2023**
Data Analyst Intern — *Remote*

- Actively contributed to live projects, delivering actionable insights that optimized outcomes and improved decision-making processes.
- Demonstrated expertise in Python for data analysis, including data cleaning, transformation, and statistical analysis .

IIT Gandhinagar — **May 2023 – July 2023**
Research Intern — *Palaj, Gujarat*

- **Title: Converting a large Verilog code to actual hardware implementation on FPGA using GNN.**
- Created PyTorch-based Graph Neural Network(GNN) model to convert Verilog code to FPGA hardware implementation,optimizing digital circuit design.
- Incorporated ResNet architecture in the GNN model to overcome the challenge of vanishing gradient.
- Explored ways to incorporate PNA (Principal Neighbourhood Aggregation) and Hierarchial GNN to reduce the optimization loss and also explored various loss functions (MSE , MAE , RE) to compare the optimization loss.

Projects

TalkPulse | *Python , Django Channels* — Link to source code

- Devised a real-time chat application using Django Channels and WebSocket protocol, enabling instant messaging capabilities
- Implemented user authentication and real-time communication features, leveraging ASGI for handling WebSocket connections.

Tee3D | *HTML , CSS , React , JavaScript , ThreeJS* — Link to source code

- Developed a visually engaging 3D website with an interactive t-shirt design functionality using HTML, CSS, JS, Reactand Three.js, including color customization and file upload features.
- Collaborated with GPT API to integrate AI-powered design options, enabling users to request unique t-shirt designs generated by an AI model.

Achievements

- Ranked among top 1 % students in department and college.
- Cracked GATE 2023 in 3rd year with AIR 18628.