

MALLIKA SINGH

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EDUCATION

THE UNIVERSITY OF TEXAS AT AUSTIN

College of Natural Sciences, Biology

Expected Graduation May 2022

Elements of Computing Certificate, GPA: 3.5

EXPERIENCE

Insomnia Cookies

Austin, Texas

February 2020 – Present Day

Proctor

- Paid position; \$11.25/hour
- Working 15-20 hours a week
- Job description includes working as a cashier and baker

Insight Education

Cupertino, California

June 2019 – August 2019

Proctor

- Paid position; \$13.50/hour
- Worked 4 hour shifts as needed by the team
- Job description included setting up the test and monitoring the students

The Stanford Daily Publication

Palo Alto, California

June 2017 – August 2017

Opinion Writer

- Wrote numerous stories for the online summer publication as an intern
- Collaborated with other Stanford students on publishing material
- Communicated with Stanford faculty through in-person interviews
- Furthered my writing skills through various rounds of edits before publishing

The Daily Texan Publication

University

August 2018 – December 2018

Columnist

- Wrote biweekly articles for the Opinion section of the Daily Texan
- Collaborated directly with the Editor in Chief when coming up with story pitches
- Improved upon writing and communication skills through weekly meetings to discuss story ideas

De Anza Oakes Pool Organization

Cupertino, California

June 2017 – August 2017

Pool Monitor

- Paid position; \$11/hour
- Worked 4 hour shifts twice a week
- Job description included cleaning the outside of the pool, bathrooms, equipment and seating areas

SKILLS

- Good time management and organization skills
- Experience in writing reports and articles
- Attention to detail