# **Isaac Mayes**

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#### WORK EXPERIENCE

### Computers Unlimited, Billings, MT

• Programmer, Industrial Group

May 2014 – Present

■ Intern, Regression/Automated QA Group

Jan 2014 - May 2014

#### Rocky Mountain College, Billings, MT

• Website Administrator, Student Publications

Jan 2013 - May 2013 & Jan 2014 - May 2014

- Administrated the website for the student newspaper, The Summit, through all active periods between the spring semesters of 2013 and 2014.
- Worked with editors and writers to post news content, pictures, and articles on a regular basis; coinciding with the physical publication of the paper.
- Maintained the website's Wordpress install, and handled feature requests for improving the user experience and website functionality.
- System Administrator, Computer Science Department

Sep 2013 – May 2014 Sep 2013 – Dec 2013

- Paid Note-Taker, Services for Academic Sucess
  - Required to take complete, detailed, well-written notes for use by students requiring additional academic assistance.
  - Responsible for submitting photocopies of all notes taken on a weekly deadline.
  - Notes taken in the Computer Science classes: CSC 351 (Algorithms) and CSC 352 (Programming Language Study I Python).
- By-Appointment Tutor, Services for Academic Sucess

Sep 2012 – May 2014

- Held one-on-one appointments with students, on request, in order to best fit their schedules and tailor aid according to their individual needs.
- Promoted the understanding of core concepts and best practices, and assisted with technical questions on syntax and semantics in programming assignments.
- Services primarily requested by students taking freshman-level introductory courses (CSC 130/131).
- Help Desk Assistant, Academic Computing

Sep 2011 – May 2013

• Website Administrator, Computer Science Department

- Sep 2010 May 2011
- Managed the Computer Science Department's website for their annual High School Programming Competitions; including a restructure of the site layout to make it easier to explore the content.
- Archived and organized media content, including: pictures, videos, problem sets, and results from previous competitions.
- Updated the website's WordPress installation, plugins, and themes.

#### **EDUCATION**

## Rocky Mountain College, Billings, MT, USA

■ Bachelor of Science in Computer Science

Aug 2010 - May 2014

Minor in Psychology

ADDITIONAL ACTIVITIES TECHNOLOGIES & SKILLS

**REFERENCES** May be provided by request.