Natalie Cieslak

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EDUCATION

University of Michigan   Ann Arbor, MI
School of Information – Bachelor of Science in Information – User Experience Design   May 2020
Stephen M. Ross School of Business – Minor in Business
Cumulative GPA: 3.85/4.00
James B. Angell Scholar, 2018
Member, Sport Business Association
Skills: Python, SQL, Drupal, SPSS (HTML5, CSS3, JavaScript, and PHP by April 2019)

EXPERIENCE

University of Michigan Information Technology Services   Ann Arbor, MI
Human Resources Intern   May 2018 – Aug. 2018
- Streamlined the application process and upgraded the UofM ITS Internship website to Drupal framework using Marvel to create design mockups that were presented during A-B user testing
- Served on the ITS Diversity, Equity, and Inclusion Committee by advancing recruitment, retention, and development efforts by centralizing over 600 job descriptions to expedite the hiring process
- Converted the ITS HIPAA training course from Adobe Captivate to Claro eLearning software due to Claro's cloud storage abilities and to allow easier collaboration and review when designing courses

Atlas Consulting Group   Ann Arbor, MI
Vice President of Finance   Sept. 2017 - present
- Collaborated with other members to fulfill client requests and deliver solutions based on research, thus improving skills to take initiative on individual tasks in a team setting
- Performed extensive marketing research about social media tactics for a cybersecurity firm by improving Twitter content, lowering the bounce rate to 51% and increasing traffic to the firm's website by 35%
- Developed an application and interview process to recruit valuable new members, leading to over 100 applicants and ultimately refining internal recruiting strategies for the firm

Wasabi Japanese Steakhouse   Novi, MI
Waitress   Summers 2016 & 2017
- Teamed up with diverse staff and interacted with customers, developing strong communication skills and conflict resolution tactics
- Catered to the needs of over 1,000 customers maintaining positive, personal relationships between customer and company

Computer Science Kick Start   Ann Arbor, MI
Participant   Aug. 2016
- Contributed in a week-long program through activities, projects, and a hack night, learning essential Python coding skills
- Networked with local companies, heard presentations about current research projects at the University of Michigan, and gained insightful advice from tech industry panels, broadening knowledge of technology opportunities

Simply Franks, LLC   Farmington Hills, MI
Cashier and Food Preparation   May 2015 – Nov. 2015
- Reinforced marketing efforts through different implementations of promotions and advertising, attracting customers to the new startup

ADDITIONAL

- Personal and Chapter Enrichment Chairwoman, Gamma Phi Beta Sorority, 2016-present
- Best Buddies Organization, Volunteer, 2016-2017