

NYSSA GALATAS

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SUMMARY

Detail-oriented policy student, focusing on legal relations, policy-making, and the interpretation of government code. Strong problem-solving, communication, time management, and analytical skills. Able to work independently or in teams to complete goals. Interested in continuing to explore the intersection of transportation and law.

EDUCATION

Bachelor of Science in Public Policy, *magna cum laude* **May 2025**
University of Texas at Dallas – Richardson, TX GPA: 3.9

- Liberal Arts Cohort Honors, Editor for Undergraduate Law Review, Legal Research and Writing Certificate

Master of Science in Social Data Analytics and Research **May 2026**
University of Texas at Dallas – Richardson, TX GPA: 4.0

- Certificate in Geospatial Information Systems, coursework in transportation policy and mapping

SKILLS

- **Legal Skills:** Customer Service, Handling of Confidential Documents, Compilation of Data and Research
- **Technical Skills:** Microsoft Office Suite, ArcGIS, QGIS, Stata, R, Salesforce

PROFESSIONAL EXPERIENCE

North Central Texas Council of Governments **May 2025 – Current**
Transportation Funding – Arlington, Texas

- Updated over 100 transportation projects in the Transportation Improvement Program for TxDOT approval
- Summarized project eligibility for a new grant and maintained internal tracking of transit project funding
- Coordinated through email with local entities to obtain updates on project progress
- Referenced agreements to assemble an annual report and database for Transportation Development Credits

University of Texas at Dallas, Office of Admissions **August 2023 – August 2025**
Student Tour and Admissions Representative – Richardson, TX

- Integrated key information about the university into tours and assisted visitors with questions, ensuring clear and effective communication to groups ranging from individuals to tours of 30 people
- Verified sensitive student information on file while following FERPA policies for student data
- Facilitated events with over 2000 registered guests by providing details about agendas and registration
- Consulted daily reports in Salesforce and aided with contacting visitors using Excel spreadsheets

National Conference for State Legislatures **February 2024 – August 2024**
Postsecondary Education Intern – Remote

- Tracked 1500 pieces of legislation, managed a web accessible database of legislation, and identified trends
- Compiled legislative history and administrative code for state legislators to answer research requests
- Updated the backend data of a PowerBI database with over 100 entries from the current year's data
- Prepared comprehensive overviews of state policies on postsecondary governance and funding structures

ACADEMIC EXPERIENCE AND ACCOMPLISHMENTS

First-Year Leaders Program **Spring 2024 - Current**
Co-Teacher of EPPS1110.303 – University of Texas at Dallas

- Prepared plans and taught 50 minute-long class periods with my co-teacher; counseled students individually

Public Policy and International Affairs Program **Summer 2024**
Attendee – Lyndon B. Johnson School of Public Affairs at UT Austin

- Presented before city leaders on employer loan forgiveness efforts

IRS Volunteer Income Tax Assistance Certification **January 2025**