

NIRAV PANDEY

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SUMMARY

I am a second year undergraduate student pursuing Data Science. I thrive in the technical and human side of customer service. I am skilled at learning new customer management systems, and I enjoy holding conversations with people from different backgrounds.

WORK EXPERIENCE

Section Leader, Stanford University: Code in Place **April 2025 - Present**

- Taught Stanford CS106A, a coding fundamentals class to a group of 15 students from all around the world for free as a Section Leader.
- Interacted with diverse students while sharpening leadership, communication and presentation skills using Zoom, PowerPoint and other tools.

Peer Mentor, The University of Melbourne **Feb 2025 - Present**

- Welcomed new students in their first semester to the Bachelor of Science program.
- Gave presentations on university life, academic skills and networking to new students.
- Connected students with various support networks, resources and opportunities on campus

Front of House, McDonald's Brunswick **July 2024 - November 2024**

- Greeted customers, took orders, and handled transactions smoothly
 - Maintained high cleanliness standards in the dining area, fry station and cafe
 - Trained to operate the McCafe espresso machine to make a variety of coffees
 - Made sure customers got the right order and walked away with a smile
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EDUCATION

Bachelor of Science, Data Science Major **February 2025 - Present**
The University of Melbourne

ADDITIONAL INFORMATION

- **Technical Skills:** Managing Transactions via EFTOPS, Microsoft Word, Excel, Powerpoint.
- **Languages:** English, Nepali, Hindi, French (A1).