# OLIVIA R. ADAMIC

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## HIGHLIGHTS OF QUALIFICATIONS

- Conducted one research project and completed oral and poster presentations
- Has over a year of IT experience
- Proficient in several programming languages
- Well-rounded and currently pursuing additional areas beyond computer science

## SUMMARY OF TECHNICAL QUALIFICATIONS

*OPERATING SYSTEMS:*
- Windows, Linux, iOS, Android, VirtualBox

*LANGUAGES:*
- Python, C#, Java, Kotlin, Android Studio, MATLAB

*WEB:*
- HTML, HTML5, CSS

*APPLICATIONS:*
- Microsoft Office, Google Docs, Figma

*HARDWARE/SYSTEMS:*
- PC, Mobile Device Support

## EDUCATION

**Bachelor of Science in Computer Science**   Expected: May 2025
Lewis University, Romeoville, IL   GPA: 3.8/4.0
Minors:  Mathematics and Data Science
Concentrations: Mobile Computing and Secure Programming

## PROJECTS

**PrayToday (Prayer App):**  Final Project for Mobile App Development Course at Lewis University
- Developed a mobile application as a multi-faith prayer and mediation program that included features such as creating journal entries, utilizing an API to pull data from scripture websites for the Bible and the Quran readings, and another section to add prayer intentions and review previous entries.

## INTERNSHIP

**IT Help Desk Intern**   September 2022 – Present
Christian Brothers Services, Romeoville, IL
- Assisted with the operations of the IT department by setting up and imaging tech equipment for internal employees such as laptops, monitors, iPads, and iPhones
- Answered questions in-person or over the phone to troubleshoot various computer problems
- Completed monthly reports with the use of Microsoft Excel to track hardware, tech calls, website hits, and more
- Solved a variety of user issues such as account set-up and password problems
- Configured PCs; attached peripherals and installed software

## RESEARCH AND PRESENTATIONS

**Lewis University Faculty-Supervised Research Projects:**
- Mathematically Modeling the Immune Response of Celiac Disease (Advisor:  Dr. Cara Sulyok)

**Presentations:**
- Mathematically Modeling the Immune Response of Celiac Disease. Poster session presented at , Tampa, FL – August 2023
- Mathematically Modeling the Immune Response of Celiac Disease. Poster session presented at the annual Lewis University Celebration of Scholarship, Romeoville, IL – April 2023
- Mathematically Modeling the Immune Response of Celiac Disease. Oral presentation at the ISMAA Math Conference at College of DuPage, Glen Ellyn, IL – April 2023

## EXPERIENCE

**Coding Mentor (Remote)**                    June 2022 – December 2022
The Coding School, San Francisco, CA
- Resolve all level 1 – 3 support incidents and escalate when needed
- Provide professional service to internal and external customers including effective management and response to incoming telephone calls, electronic mail, voice mail, and electronic support tickets
- Monitor workflow, ensure deadlines are met and daily procedures are completed successfully; make recommendations to increase production and improve efficiency

**Early Voting Registrar**                    June 2022 – June 2022
Joliet Park District, Joliet, IL
- Used software to register voters and print out ballots for early voting in Will County
- Coordinated with other registrars and IT workers to remedy technology issues
- Communicated with other registrars to work as a team at the polls and to ensure that proper procedures were followed

**Customer Service Associate and Tech Associate**    April 2021 – August 2022
Staples, Shorewood, IL
- Interacted with customers to help them with purchase choices and answer any questions
- Assisted with promoting the rewards program as well as protection plans to customers
- Organized and cleaned the store and maintained communication with fellow employees

## HONORS AND AWARDS
- Dean's List, Lewis University, Fall 2021 through Fall 2023 semester
- Recipient, Celebration of Scholarship Student Choice Award for Undergraduate Poster Session, April 2023
- Recipient, AT&T Scholarship Grant, January 2023
- Recipient, National Center for Women and Information Technology (NCWIT) Northern Affiliate Award for Aspirations in Computing – Winner and Honorable Mention, February 2021

## LEADERSHIP AND ACTIVITIES
- Vice-President, Association for Computing Machinery for Women (ACM-W), 2022 – Present
- Member, Math Club, 2021 – Present
- Member, Math Biology Research Group (MBRG) 2023 – Present

## LANGUAGE SKILLS
- Semi-fluent in Spanish