

Avishek Pandey

100 Oak Meadow Dr
Bridgewater, VA 22812

Phone: USA +1 (540) 471-7569
Nepal +977 9808078850
pandey@virginia.edu

EDUCATION:

2015-Present	University of Virginia Charlottesville, VA 22904-4133 <i>Cumulative GPA: 3.01</i> Relevant Coursework <ul style="list-style-type: none">• Intro to Stat Analysis• Calculus I• Intro to Programming• Intro to Business	Charlottesville, VA
2011-2015	Turner Ashby High School 800 N. Main Street Bridgewater, VA 22812 <i>Cumulative GPA: 4.13</i>	Bridgewater, VA

WORK EXPERIENCE:

Aug 2016 - Present	UVA Office of the Dean of Students <i>Technology Services Assistant</i> <ul style="list-style-type: none">○ Aided in maintaining and deploying software and hardware for Deans, ODOS staff, and in student collaboration spaces	Charlottesville, VA
Summer 2016	Virginia/Arlington Democrats <i>Intern</i> <ul style="list-style-type: none">○ Developed and implemented strategies to increase youth voter turnout○ Worked to increase number of offices (local, state, and national) held by Democrats○ Helped coordinated efforts between VA Dems and Arlington Democratic Committee	Arlington, VA
2015-Present	Workforce Center of Virginia <i>Computer Literacy Expert</i> <ul style="list-style-type: none">○ Aided jobseekers with a number of computer related tasks such as resume creation, email set up, and online application completion○ Translated complex technical jargon into easy to understand concepts○ Led education sessions on various programmes like Microsoft Word and PowerPoint	Charlottesville, VA
Summer 2015	BibekSheel Nepali <i>Data Entry Volunteer</i> <ul style="list-style-type: none">○ Aided application developers with managing and organising information and data for the use of international NGOs to better distribute aid materials and funds for the people of Nepal○ Explored, compared, and evaluated different ways of organising the data to better understand and use the information	Kathmandu, Nepal
2010-Spring 2015	Bridgewater Retirement Community <i>Volunteer</i> <ul style="list-style-type: none">○ Aided CNAs with the care of residents	Bridgewater, VA

Awards:

Spring 2015	Boy Scouts of America – Eagle Scout Rank
-------------	---