

# STEPHEN LANE

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## WORK EXPERIENCE

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### CALIFORNIA POLYTECHNIC STATE UNIVERSITY

SAN LUIS OBISPO, CA

Learn By Doing Lab Tutor

*January 2019 - June 2019*

- An on-campus job tutoring college level math for students of the university.
- Tasks included providing homework help and test preparation college level students in subjects ranging from Precalculus to Calculus IV and Methods of Proofs.

### MATHNASIUM

FOOTHILL RANCH, CA

Center Director

*September 2016 - August 2018*

- Entailed running the day-to-day operations of a math tutoring center, focusing on students in grades 1-12. The owner ran a second location, so this center was fully my responsibility.
- Tasks included tutoring students in grades 1-12, grading assessments, scheduling employee shifts, managing staff, speaking with prospective parents, and holding parent conferences.
- Was promoted to center director after six months with the company.

### ENTERTAINMENT WORKS

IRVINE, CA

Recruiting Supervisor

*September 2011 - September 2014*

- Required the ability to approach people in public and persuade them to give opinions on new movie trailers for a market research company, as well as the ability to conduct electronic surveys.
- Tasks included leading and supervising employees, strong verbal communication for surveys, strong email communication with managers, training new employees, and setting goals to keep staff on track.
- Was promoted to supervisor after one year with the company.

### SEOP INC.

SANTA ANA, CA

Office Assistant

*June 2009 - August 2011*

- An assistant job at a search engine optimization company.
- Tasks included organizing and filing documents, performing data entry with Microsoft Excel, generating letters using Microsoft Word, and other clerical tasks.

## EDUCATION

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### CALIFORNIA POLYTECHNIC STATE UNIVERSITY

SAN LUIS OBISPO, CA

*B.S. Mathematics, Concentration in Pure Mathematics, September 2019*

## ADDITIONAL SKILLS

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- 4 years of college level math and 2 years of college level computer science.
- 5 years of Unity game engine experience, with 5 projects created in free time.
- 19 years playing Magic: the Gathering, with 11 years competitively and 6 years as a Level 1 Judge.
- Familiarity with online TCG's, including Magic Arena, Magic Online, Eternal, and Hearthstone.
- 8 years of YouTube video creation using Sony Vegas.
- 5 years of experience with Twitch using OBS.
- Firm grasp of social media, including Twitter, Facebook, Instagram, Snapchat, Reddit, and Discord.
- Adept with Microsoft Office, including Word, PowerPoint, and Excel.