Richard Wilkosz

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Education

Bachelor of Science • University of Wisconsin-Stevens Point (UWSP) • May 2019
- **Majors: Computer Information Systems, Human-Technology Interaction**
- Minor: Professional Writing
- GPA: 3.93 / 4.00

Skills

Software
Microsoft Office, Visual Studio • Adobe Creative Suite • PeopleSoft • Balsamiq • Wireshark

Programming
Java • C# • Python • HTML • CSS • JScript • JQuery • PHP • R • SQL

Communication
Software and programming training • SCRUM development • Wireframing • Graphic design • Technical writing • Proposal writing and review • Copy editing • Conversational Spanish

Experience

Technology Tutor • UWSP Tutoring-Learning Center • 2017 – Present
- Tutors majors and non-majors in Computer Science coursework
- Analyzes and reports on tutoring sessions to improve pedagogy

Webmaster and Head of Recruitment • Sigma Tau Delta (UWSP) • 2017 – Present
- Plans and delivers on promotional and educational events
- Manages and regularly updates the organization's Facebook and Instagram accounts
- Designs promotional materials for social media

Webmaster • Cornerstone Press (UWSP) • 2017
- Managed the organization Web page according to online policy and organization branding
- Designed the cover for a book that has sold over 400 copies

Summer IT Help • Northcentral Technical College • 2016, 2017
- Installed, maintained, and relocated software and hardware for classrooms and offices
- Performed IT troubleshooting for faculty and staff

Student Payroll Assistant • UWSP • 2015 – Present
- Maintains human resource database for thousands of student jobs
- Assists clients in person, over the phone, and via email
- Designs educational materials, print and electronic