

# R JEREMIAH MALLER

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## EDUCATION

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### UNIVERSITY OF SAN FRANCISCO

Master of Science – International and Development Economics  
GPA: 3.79

*May 2018*

### MACALESTER COLLEGE

*Saint Paul, MN*

Bachelor of Arts – Political Science

- Recipient of the National Merit Scholarship & DeWitt Wallace Scholarship
- Writer and Editor of the Macalester Weekly (school newspaper), Student Government Representative

Relevant Coursework: Machine Learning for Python, Python Programming, Advanced Python Programming (*in progress*), Intro to Data Science for R, Intro to SQL Databases, Graduate Econometrics, Econometrics of Financial Markets, Applied Econometrics, Advanced Applied Econometrics

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## RELEVANT EXPERIENCE

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### UNIVERSITY OF SAN FRANCISCO

*San Francisco, CA*

#### Research Manager

*April 2017- September 2018*

- Coordinated day-to-day field operations and data collection for an experimental evaluation measuring the impact of cleft lip and palate surgery for children in India
- Hired, trained, and oversaw a team of over 40 data collectors
- Designed, piloted, and launched three field surveys for cleft patients, their siblings, and parents
- Responsible for experimental design, gathering, cleaning and validating, and analyzing complex, high-dimensionality data to provide insights and recommendations
- Synthesized research findings; breaking down complex analysis for a general audience using data visualization, clearly written reports, and engaging presentations

### PROJECT VICTORIA

*Xela, Guatemala & Oakland, CA*

#### International Coordinator

*July 2012-May 2015*

- Compiled the annual report and presented it to donors and other stakeholders
- Facilitated communication between donors in the U.S. and board members and students in Guatemala
- Improved systems of oversight and accountability for the use of funds by requiring the submission of tax and accounting documents
- Launched a series of new fundraising campaigns to cover annual operating expenses and significantly expanded the donor base and increased annual revenue by 65%
- Created 15 more scholarships to be awarded to students from poor families
- Clarified the mission and goals of the organization through a dialogue with the board of directors

### SWORDS TO PLOWSHARES

*Oakland, CA*

#### Assessment & Outreach Specialist

*October 2013-August 2014*

- Entered financial and demographic data into large and complex databases
- Provided case management, referrals, and job guidance to a case load that grew by 15 veterans per week
- Recruited specific veteran populations (such as homeless female veterans and) in order to offer them employment services by creating marketing materials and collaborating with new partner organizations

- Assessed barriers to employment and identified employment and training service needs
- Provided supportive services, including linkages with advocacy programs for entitlements, counseling services, and community programs, for homeless and unemployed veterans
- Screened calls, collected information, answer inquiries, and referred clients to appropriate agencies
- Created, modified, and updated a wide range of documents, reports, case notes, and confidential client records using MS Word, Excel, and PowerPoint

#### FRED FINCH YOUTH CENTER

*Oakland, CA*

##### **Community Services Worker**

*November 2007-February 2012*

- Coordinated and provided intensive mental health support services to young adults (ages 18-24) who are homeless and severely mentally ill.
- Reviewed and internally audited charts as a member of the Utilization Review Committee
- Created and implemented a spreadsheet system to screen, track, and rank referred clients
- Supervised, hired, and trained a team of three peer mentors
- Developed assessments and treatment plans in collaboration with clients
- Assisted clients with developing life skills, including interpersonal skills, health, problem-solving, anger management, emancipation issues, employment, and education. Utilized Motivational Interviewing and co-occurring disorders treatment models
- Developed a vocational support services program by implementing a curriculum and building relationships with employers
- 2011 C.H.A.M.P. Award winner (Commendation of High Achieving and Motivated People). Chosen from among hundreds of co-workers for excellence and contributions

#### SOUTH METRO HUMAN SERVICES

*Saint Paul, MN*

##### **Community Support Specialist (Case Manager)**

*August 2005-December 2006*

##### **Mental Health Rehabilitation Worker**

*December 2006-September 2007*

- Provided mental health support services to adults with severe mental illness and chemical dependency through high touch, low ratio counseling
- Performed crisis assessment and intervention
- Coordinated services provided by the Assertive Community Treatment team
- Built treatment team consensus and wrote and implemented treatment and crisis plans
- Practiced client-centered, strength-based, culturally competent workplace values
- Assisted clients to reintegrate into the community and cultivated relationships with landlords serving the clients on caseload

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### **ADDITIONAL EXPERIENCE**

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#### UNIVERSITY OF SAN FRANCISCO

*San Francisco, CA*

##### **Program Assistant, Biology Department**

*August 2014-Present*

- Manage the Biology Department office
- Reconcile budgets and expense reports
- Act as a liaison between faculty, students, and members of the public
- Create, modify, and update a wide range of documents, reports, and confidential student records using MS Word, Excel, and PowerPoint
- Establish new office work procedures to increase efficiency and maintain confidentiality
- Hire, train, and supervise student assistants