

# SARAH MENZA

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## EDUCATION

**University of Illinois, College of Engineering** | *Urbana - Champaign, IL* Expected May 2021  
Bachelor of Science in Computer Science  
Intended double major in Statistics in the College of Liberal Arts

**Stanford High School Summer College** | *Stanford, CA* June - August 2016  
Introduction to Biology GPA: 3.7/4.0  
Principles of Economics

**Hinsdale Central High School** | *Hinsdale, IL* May 2017 Graduation  
Dean's List Every Semester GPA: 5.9/5.0  
Honors: National Honors Society, National Merit Commended Scholar, National AP Scholar, Illinois State Scholar,  
IHSA Scholastic Achievement Award, Spanish Honors Society  
Clubs: Principal Student Advisory Committee, VP of Let's Help Out! Community Service Club  
Athletics: Varsity Poms Dance Team Captain

## SKILLS and RELATED COURSEWORK

♦ Proficient in coding Java  
♦ Experience with HTML, CSS, JavaScript, and Swift  
♦ Intention to learn discrete structures Spring 2018  
♦ Communication, teamwork, leadership, organization

## WORK EXPERIENCE

**University of Illinois Dining Services** | *Champaign, IL* August 2017 - Present  
Dining Hall Employee  
♦ Trained in every area of service including facilitation of food, coffee shop drinks, and inventory of convenience store items to allow for flexibility of shift assignments to best accommodate dining demands  
♦ Maintained cleanliness of dining areas, serving stations, and food machines to uphold a quality standard

**Babylon Technology** | *Downers Grove, IL* June - August 2017  
Computer Science Intern  
♦ Created an eight-week computer science course syllabus for kids aged 7-10  
♦ Taught coding in Swift through the guided use of Swift Playgrounds (Learn to Code 1 and 2) on iPad  
♦ Culminated in the creation of the each student's own personalized app

**Starbucks** | *Stanford, CA* June - August 2016  
Barista and Cashier  
♦ Served customers through suggestive selling and achieved consistently high customer satisfaction  
♦ Expedited drinks quickly to create a constant flow of service while maintaining a personalized customer experience  
♦ Regulated inventory and display cases to ensure the store's quality appearance and organization

**Menza Foods, LLC** | *Burr Ridge, IL* June 2012 - Present  
Administrative Assistant  
♦ Utilized Quickbooks to efficiently pay bills and create/send invoices  
♦ Coordinated all office communications such as answering phone calls, managing payroll, and handling bank deposits  
♦ Assembled presentation materials and guided luncheons for various production meetings

## CAMPUS INVOLVEMENT

**Alpha Delta Pi Sorority** | *Urbana, IL* November 2017 - Present  
Finance Assistant and Freshman Social Chair  
♦ Aided the Finance Vice President in keeping track of membership dues and balancing the chapter's budget  
♦ Planned events for the social enrichment of new members to facilitate good member relations

**Women in Computer Science** | *Urbana, IL*  
Member

September 2017 - Present

**Society of Women Engineers** | *Urbana, IL*  
Member

September 2017 - Present