SAMANTHA GORDON

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EDUCATION

Syracuse University | Syracuse, NY   May 2018 Graduation

Information Management & Technology *Major* | Bachelor of Science
- **Project Management and Web Design** *Dual Concentration*
- *Magna Cumme Laude (3.7)*

SU Abroad Program | Strasbourg, France   Fall 2016
- Expanded global awareness by studying with international professors
- Participated in the World Forum for Democracy 2016 at the Council of Europe
- Regularly attended conferences at the Council of Europe and the European Parliament

EXPERIENCE

Technical Project Management Intern — HCL Technologies Ltd. | Quincy, MA   Summer 2017
- Controlled quality and organization of data sets
- Analyzed Request for Proposal documents
- Developed and formatted system processes
- Utilized Excel functionalities to create data visualization of system processes
- Provided provisional feedback for Managing Directors

Hostess — Cape Sea Grille | Harwich Port, MA   Summers 2013-2016 & 2018
- Managed reservation schedule, answered phones, and greeted patrons
- Oversaw reservations to assure equanimity among restaurant staff
- Guaranteed customer satisfaction

ACADEMIC PROJECTS

Senior Capstone Social Media Consulting Project: Spring 2018
- **Role:** Consultant
- **Tasks:**
  - Taught medical research organization social media tactics to increase their following
  - Created detailed instruction manuals for Twitter, LinkedIn, Facebook, and Instagram
  - Provided a base knowledge of social media marketing for non-profit organizations

Final Web Design Project: Fall 2017
- **Role:** Programmer
- **Tasks:**
  - Developed a website for a local restaurant
  - Utilized HTML 5, CSS 3, and JavaScript in Visual Studio Code

MeetUp — Final Python Application: Fall 2017
- **Role:** Programmer
- **Tasks:**
  - Programmed an application to display top restaurants between two given locations
  - Utilized Google Places API, GeoPy, Pandas, and Folium

TECHNICAL SKILLS
- **Computer Languages:** SQL, Python, HTML, CSS, JavaScript, JQuery, AngularJS
- **Computing Platforms:** SQL Server, Anaconda, Jupyter, Visual Studio Code
- **Computer Systems:** OSX/Unix and Microsoft/Linux
- **Additional:** Amazon Web Services, Google Web Services, Microsoft Office Suite

EXTRA CURRICULAR ACTIVITIES

Kappa Alpha Theta Fraternity | Syracuse, NY   Fall 2015-Spring 2018
- 2017 Nomination Committee Member
- Partnered with Court Appointed Special Advocates (Syracuse branch)