Shirley Xiao

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EDUCATION

University of California, Berkeley — Berkeley, CA
Candidate for Bachelor of Arts in Computer Science — *August 2019 – May 2023*
- **Highlighted coursework:** *CS 61A:* The Structure and Interpretation of Computer Programs, *EECS 16A:* Designing Information Devices and Systems I, *CS 61B:* Data Structures and Algorithms, *MATH 54:* Linear Algebra and Differential Equations, *CS 70:* Discrete Mathematics and Probability Theory, *CS 170:* Efficient Algorithms and Intractable Problems, *CS 61C:* Great Ideas in Computer Architecture (Machine Structures)

ACTIVITIES AND LEADERSHIP EXPERIENCE

UrsaTech — Berkeley, CA
Project Developer — *September 2020 – Present*
- Outlining a technical project in coordination with the Associated Students of the University of California (Senator Shah's Tech Accessibility Department) to compile and analyze data of current statistics of students majoring in engineering/STEM.

Ascend — Premier Accounting and Finance Organization — Berkeley, CA
Technology Committee Officer — *September 2020 – Present*
- Collaborating with committee members during weekly internal trainings on individual projects, as well as committee- and club-wide events involving marketing and consulting.
- Co-held technology speaker forum with professionals for 60+ students. Recruited and interviewed with 5 panelists who specialize in the tech/finance industry.

BARE Magazine — Berkeley, CA
Web Designer — *September 2020 – Present*
- Facilitating a website redesign in transition from Wordpress to Squarespace.
- Monitoring traffic flow with Google Analytics and refactoring site structure to increase efficiency and load times.

FEMTech — Berkeley, CA
Marketing (Web) Intern — *September 2020 – Present*
- Rebranding site visuals while implementing additional functionality to site using HTML/CSS on Wordpress and regularly updating content.
- Collaborating with marketing team to maximize publicity and outreach.

IEEE — UC Berkeley Institute of Electrical and Electronics Engineers — Berkeley, CA
Marketing Officer — *September 2020 – Present*
- Managing social media platforms to promote club events and outreach to STEM individuals/ organizations for partnerships.
- Added recruitment section to weekly newsletter resulting in 40% increase in e-mail open and click rate.
- Designing EE/CS class stickers and apparel using Adobe Illustrator and Adobe Photoshop.

WORK EXPERIENCE

Herff Jones — Long Beach, CA
Program Mentor — *July 2019 – August 2019*
- Managed logistics and directed courses at Yearbooks@theBeach (held at California State University, Long Beach), an intensive journalism and design conference with 400+ attendees.
- Provided guidance and critiques to middle, high school, and university yearbook staffs on their content and design.

South Bay Academy — Torrance, CA
Instructor — *June 2017 – August 2018*
- Led educational crafting activities that made mathematics a more approachable subject for ∼50 students in grades K-8; saw improvements in 90% of students' exam scores.
- Directed hands-on lessons in music theory and piano, in addition to aiding teachers in STEM and English lessons.

PROJECTS

Discord Bot (October 2020): Designing a Discord bot to facilitate pair/group matchings and Zoom meeting scheduling based on members' common interests and available times, according to user input on the UC Berkeley Ascend Discord server.
Gitlet (April 2020; CS 61B): A version-control system for local directories based on the basic features of Git, with command features such as merge, checkout, commits.
Enigma (March 2020; CS 61B): A program emulating the German Enigma machines of WWII to encrypt military communications by configuring permutations and ciphers. Focused on data structures and object-based programming in Java.
Scheme (November 2019; CS 61A): An interpreter for the Scheme programming language using Python. Focused on iteration and recursion, and utilized lexical and syntactic analysis as well as input parsing.

SKILLS

Languages: Python, Java, JavaScript, C, HTML5, CSS3   **Technologies**: ReactJS, NodeJS, Adobe Illustrator, InDesign, Photoshop