

Tamsen A. Lake

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Education

University of Miami, Coral Gables, FL

May 2018

Bachelor of Arts, Studio Art

Bachelor of Arts, Computer Science

Minors: Mathematics, Motion Pictures

Cumulative GPA: 3.927

Honors:

Magna Cum Laude, Dean's List, Provost's Honor Roll, President's Honor Roll

Relevant Coursework:

Silkscreen

Intro to Game Programming

Computer Programming

Web Design

Graphic Design

Multimedia Design

3-D Modeling

Professional Experience

Prudential Financial, Roseland, NJ

Summer 2016, 2017

Underwriting Support Associate

- Managed workflow by processing and assigning request for proposal submissions
- Authored knowledge database memo for calculating commissions
- Completed data analysis compilations from various sources
- Updated department contact information files

Prudential Financial, Roseland, NJ

May 2015 - August 2015

Assistant Group Underwriter

- Managed workflow by processing and assigning request for proposal submissions
- Processed online database requests
- Completed case level data entry for project analysis

Montville Recreation, Montville, NJ

Summer 2012, 2013

Junior Counselor - Paid

- Assisted head counselor by supervising campers, aged 8-17 years, at all times to ensure safety and enjoyment
- Provided sport skills instructions

Activities

Cinematic Arts Commission

Chair & Graphic Designer

- Ran weekly meetings for general body; planned campus-wide events
- Designed digital & printed advertisements for organization's events
- Created promotional give aways

Hurricane Productions

Executive Board Member

- Attended weekly meetings for campus events & co-sponsorship with other organizations
- Designed printed advertisements for organization's events

Skills

Microsoft Office - Word, Excell, PowerPoint

Adobe Suite - Illustrator, Photoshop, InDesign

AutoDesk - Maya

Programming Languages - HTML/CSS, Java(basic), C#(basic)

Secondary Language - American Sign Language (conversational)

Online Portfolio: www.tamsenlake.me/