

## LUCAS CHARLES

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(503) 770-0107

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### PROFESSIONAL EXPERIENCE

*Interviewer, Survey Research Laboratory, Portland State University*

Conducting in-person, web, mail, and phone surveying for a variety of research studies, both academic and public sector. Using a wide-range of interpersonal skills in dealing with clientele and client services. Demographic data collection, entry, and both quantitative and qualitative data analysis.

June 2010 - present

*Researcher, Regional Research Institute, Portland State University*

Database management and optimization along with outreach to special communities. Client data collection and review for large-scale DOJ crime victimization project. Conducted in-depth key informant interviews with clients throughout Oregon. Experienced working with large datasets.

May 2012 - Nov 2012

### EDUCATION

*Portland State University, Portland, Oregon*

B.A. (*cum laude*) Applied Linguistics 2012

### SERVICE

*Speaker Coordinator, Ignite Portland 10 & 11, Portland, Oregon (February - September 2012)*

Coordination of 20 speakers and facilitation of large-scale presentation for 700-attendee community idea conference. Conference planning, event logistics, mailing list administration, and volunteer coordination. Experienced in speaker presentation coaching and technological troubleshooting for both presentation software and hardware.

*Volunteer, Open Source Bridge, Portland, Oregon (2010 - 2012)*

Registration processing for event along with general technical troubleshooting. Throughout conference provided in-depth customer and presenter assistance and coordination. Facilitated volunteer support for senior staff.

*Volunteer, Free Geek tech non-profit, Portland, Oregon (2011)*

Hardware evaluation, quality control, OS installation, and assembly for community computers.

### COMPUTER SKILLS

**Programming:** HTML/CSS, Network configuration, familiarity with Python and Git

**Software:** Extensive Windows, OSX, and Linux/Unix system experience, Microsoft Office suite (including Access), revision control systems, SPSS Statistical Analysis software