

MCS Resume 4

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EDUCATION	Carnegie Mellon University	Pittsburgh, PA
	Bachelor of Science in Mathematical Sciences	May 2015
	Concentration: Operations Research and Statistics Minor: Business Administration GPA: 3.0 Mellon College of Science Dean's List High Honors: Spring 2014, Fall 2012	
	Rome University of the Arts Studies in International Banking, Italian Culture	Rome, Italy Fall 2013
SKILLS	Actuarial Examinations	
	• P/1- Probability	July 2013
	• FM- Financial Mathematics (scheduled)	April 2015
	Computer: Excel, Word, PowerPoint Software: R, Ruby Language: Conversant in Spanish and Italian	
WORK EXPERIENCE	Carnegie Mellon University- Cluster Management Facilities Assistant	Pittsburgh, PA May 2013- Present
	• Supervised and mentored 2 other facilities assistants to ensure work was completed • Collaborated with other campus departments to ensure the smooth operation of 7 different computer clusters	
	NASA HQ- Summer Intern	Washington D.C. June 2014- August 2014
	• Supported the Strategic Investment Division (SID) in the development of diverse cross cutting analysis associated to provide insight into NASA's agency performance at various levels • Supported development, and operations research methods and techniques to analyze what if scenarios • Assisted the Crosscutting Team lead regarding decisions critical to the overall management of the OCFO SID functions	
LEADERSHIP/ SERVICE	Actuarial Club, Co-President, Treasurer	September 2012- Present
	• Managed a budget of \$550 which involved buying food for general body meetings, purchasing practice manuals for actuarial exams, and booking rental cars for career fairs at local universities • Arranged for former/current actuaries to speak at general body meetings	
	Delta Sigma Women's Fraternity, Founding Member, Director of Finance	October 2012- Present
	• Collected dues of \$350 a semester per member • Managed members' financial records online via Excel • Organized future events and recruited potential members, bringing the chapter size to more than 85 women	
	Women's Club Soccer, Player, Treasurer	September 2011- Present
	• Managed a budget of \$2,000 which was spent on coaches and game fees • Booked rental cars costing \$300 to use for away tournament	