Vanessa Venkataraman

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EDUCATION

Tufts University, Graduate School of Arts and Sciences ... **Medford, MA**
Master of Science in Data Analytics ... Expected Graduation - August 2023

Relevant Courses: Python and Machine Learning, Interactive Web Mapping, Data Visualization with Tableau, Excel to SQL

Tufts University, School of Arts and Sciences ... **Medford, MA**
Bachelor of Arts in Community Health; Minor in Economics ... September 2018 - May 2022
GPA 3.6

Relevant Courses: Applied Survival Analysis, Health Information Systems, Health Statistics, Data Structures, Introduction to Python, Discrete Mathematics

Awards & Honors: Dean's List Spring 2019, Spring 2020, Fall 2020, Spring 2021, Fall 2021, Spring 2022

EXPERIENCE

Parla XXI ... **Somerville, MA**
Lead Server, Bartender in Training ... July 2022 - Present
- Participated in the development, expansion, and improvement of cocktail program
- Manage multiple tables and guest interactions while delivering a high-quality dining experience

Tufts University, Department of Economics ... **Medford, MA**
Administrative Assistant ... September 2019 – May 2022
- Provided information about establishment, such as location of offices, employees within the organization, and services rendered
- Assisted in ordering, receiving, stocking, and distributing office supplies

The Welcome Project ... **Somerville, MA**
Data Processing Intern ... June 2021 - December 2021
- Supported the coordination of data structures across programs
- Assisted in organizing large amounts of confidential constituent data
- Resolved discrepancies in information and obtained further information for incomplete data

Tufts Technology Services ... **Medford, MA**
IT Customer Support Specialist ... May 2021 - December 2021
- Provided support to customers in need of personal computer maintenance or software troubleshooting
- Utilized an ITSM ticketing system to manage support actions and requests
- Answered questions and provided information to clients about technological resources on campus

TECHNICAL SKILLS

Software/Tools: Microsoft Office, ArcGIS

Programming Languages: Python, C++, R

EXTRACURRICULARS

Tufts University Varsity Softball ... **Medford, MA**
Utility Player ... September 2018 – May 2022
- Served as a Senior Captain during final season and assisted team to the Super Regional tournament
- Served as a member of the Leadership Council to create team standards and plan community service projects
- Liaised with coaching staff on an on-going basis to enhance team cohesiveness
- Learned and executed the policies and procedures governed by the NCAA
- Dedicated over 25 hours a week to training, practice, and games
- **Awards & Honors:** NFCA All-America Scholar-Athlete 2020-2021, 2021-2022

REFERENCES

References available upon request