SUE SUE

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EDUCATION

BS, Computer Science
California Polytechnic State University, San Luis Obispo   **Sept 2024 - Jun 2026**
ADT, Computer Science and Mathematics
De Anza College, GPA: 3.98   **Sept 2022 - Jun 2024**

Relevant Coursework: Beginning and Intermediate Programming Methodology (C++), Data Abstraction and Structures (C++), Java Programming, Object-Oriented Analysis and Design, Introduction to x86 Assembly Language, Discrete Mathematics, Multivariable Calculus, Differential Equations, Linear Algebra, Introduction to Circuit Analysis, General Physics (Calculus-based)

Currently Enrolled: Design and Analysis of Algorithms, Introduction to Database Systems, Statistical Methods for Engineers

WORK EXPERIENCES

Instructional Student Assistant for CPE 225, Cal Poly   **Sept 2024 - Present**
- Conduct office hours, assist students with coursework, and evaluate assignments.

Student Assistant at Admissions and Records, De Anza College   **Jun 2023 - Aug 2024**
- Handled in-person inquiries, 30+ phone calls, and 30+ emails daily.
- Performed data entry and data processing tasks accurately using spreadsheets and databases.
- Assisted with admissions, assessment, evaluations, registration, outreach, and in-reach efforts.

Database Administrator & Admin Assistant, Dauntless Discovery International   **Apr 2022 - Aug 2022**
- Created and managed the company's primary database system for the office assets and employees.

Platform Manager, AIESEC in Korea   **Aug 2020 - Sept 2021**
- Developed the official website for better design and user experience, improving visitor engagement by 30%, and managed the official social media platforms for data analysis.

Local Committee Vice President of *Incoming Global Volunteer* at AIESEC in Yangon, AIESEC in Myanmar   **Dec 2018 - Jan 2020**
- Created community projects at local schools and monasteries to achieve SDG 4 and 10, developed primary English curricula for international volunteers to assist them in their teaching process.
- Organized accommodation for volunteers, events, campaigns, and recruitment info sessions.

VOLUNTEERING ACTIVITIES

Section Leader of Code In Place 2023 and 2024, Stanford University
- Organized and taught the first half of Stanford's introductory programming course, CS106A, in Python to 10 students from various countries on Zoom from April to June in both 2023 and 2024.

Python and Mandarin Tutor, Cupertino, California, U.S.   **Feb 2024 - Present**
- Developed customized curricula to meet individual student needs and promote academic success.

CIS Lab Tutor, De Anza College   **Apr 2023 - Apr 2024**
- Provided tutoring for CIS 22A (Introduction to C++), CIS 22B (Intermediate C++), CIS 22C (Advanced C++), CIS 35A (Java), and CIS 21JA (Assembly Language) courses.
- Served as an in-class tutor for CIS 22A and CIS35A, supporting over 30 students

ON-CAMPUS INVOLVEMENT

Vice President of Palgorithm, De Anza College   **Apr 2023 - Jun 2024**
- Organized and hosted quarterly coding projects for club members of all skill levels, including projects like Tic-Tac-Toe and Snake Game.

Secretary of Developers Guild, De Anza College   **Sept 2023 - Jun 2024**
- Led the planning and execution of quarterly workshops and events, including an Introduction to GitHub session and De Anza's largest Hackathon, De Anza Hack

Organizer of Finance and Marketing Committees, De Anza Hacks 2023   **Apr 2023 - Oct 2023**
- Developed marketing materials, such as Instagram posts and t-shirt designs, to promote the event.
- Reached out to sponsors, created sponsorship packages, and hosted fundraisers.
- Managed planning, logistics, and registration processes, ensuring a seamless event experience.

PERSONAL QUALIFICATIONS

PROGRAMMING LANGUAGES: Python, Java, C++, JavaScript, PHP, SQL
SKILLS: Communication, Attention to detail, Teamwork, Time management, Customer Service, Social Media Management, Event Coordination, Microsoft 365, Adobe Software, Google Workspace