

Jennifer Chen

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765 Fleet Street
Waltham, MA 02148

Education:

Hamilton College, *Bachelor of Arts*, Clinton, NY; May 2016

Intended Major: Geology

Match High School, Boston, MA; June 2012

GPA: 3.9

Relevant Experience:

Phonathon Caller, **Hamilton College Annual Fund**, Clinton, NY; Fall 2012-Present

- Contact alumni and parents by phone for the Annual Fund fundraising
- Update alumni about Hamilton events and talk with them about students' personal experiences

English Tutor, **Project SHINE**, Utica, NY; Spring 2013

- Taught English to refugee children for two hours weekly at the Underground Café Teen Center
- Prepared lesson plan each week for advanced language-level class of ten teenagers

Group Co-leader, **Habitat for Humanity**, Massachusetts; Summer 2012

- Built homes for those in need of shelter as part of a twelve person team
- Directed team members, assigned projects, and organized logistics for building days
- Learned about energy efficient and sustainable building practices

Peer Educator, **Match Sustainability Club**, Boston, MA; Fall 2011-Spring 2012

- Organized composting campaign that resulted in 30% less waste from school cafeteria
 - Presented about recycling to elementary school students in four local schools
 - Raised \$550 towards building a school garden as part of school-wide Social Action Week
- Science and Math Tutor*, **Homework Assistance Program**, Boston, MA; Fall 2008-Spring 2012
- Helped middle school students complete assignments in earth science and physical science
 - Designed and implemented math learning tools to improve students' comprehension

Additional Experience:

Volunteer, **Johnson Park Center**, Utica, NY; Spring 2013

- Assisted adolescents with art projects at faith-based community development non-profit

Mentor, **Youth Group**, Cambridge, MA; 2009 – 2012

- Participated in Bible studies, fellowship, leadership, and community service activities
- Met with new members to welcome and orient them to the group

Hostess, **Sushi Yasu Japanese Restaurant**, Waltham, MA; 2010-2012

- Welcomed customers, escorted them to their seats and assigned tables to wait staff
- Scheduled reservations and placed take-out orders via phone

Language Skills:

Mandarin (Conversational)

Interests:

Sustainable Agriculture, Drawing, Print Making, Mineralogy, Rock Climbing

Edward Rosenfeld

erosen@gmail.com

745 Grendale Street ♦ Donner, NJ 07812

Education

Hamilton College, Clinton, NY ♦ Bachelor of Arts, May 2013
Art History Major ♦ Cumulative GPA: 3.7

Event Planning Experience

Hamilton College Residential Life, Clinton, NY Fall 2010- Present
Resident Advisor. Individually conceive, prepare, and execute planned and spontaneous dorm programs for 25 students in dormitory; communicate and collaborate with fellow Resident Advisors and campus organizations, offices, and resources to organize and promote exciting and effective programming. Design bulletin boards to educate residents and promote activities. Responsible for residents' safety, comfort, and general well being. Trained in crisis management and conflict resolution.

Class of 2013 Senior Gift Campaign, Clinton, NY Fall 2012- Present
Fundraiser and Event Organizer. Encourage senior class to leave an important contribution to Hamilton, through the Class of 2013 "Memorial Community Service Scholarship". Conceived a "Senior Spring Semi-Formal" banquet to support the fund. Managing logistics, preparing program planning menu, and designing invitations and decor for up to 400 students and administrators.

Hamilton Alumni Leadership Training, Clinton, NY Fall 2012- Present
Event Planning Committee. Member of senior class leadership group, dedicated to informing seniors on how to become active and effective alumni. Assist co-chairs in programming monthly lunches; decide guest speakers' topics, organize schedule, secure venues, conceive catering menu, select table arrangements, décor, and settings, handle RSVPs, and design invitations.

Jewish National Fund- JNFuture, New York, NY Winter 2011 - Summer 2012
Event Volunteer. Assisted non-profit organization dedicated to Israel and the environment. Greeted, directed, and provided programs for guests at the June 2012 "Shabbat in the Park" gala in Central Park, New York. Recruitment and promotion representative at December 2011 "Matzah Ball" in New York.

Creative Experience

Emerson Gallery, Hamilton College, Clinton, NY Spring 2012-Present
Curatorial and Research Assistant to the Associate Director. Measured and catalogued pieces for permanent "History of Kirkland College" display. Co-curator of William Earl Williams photography exhibit "Uncovering the Path to Freedom: Photographs of the Underground Railroad". Designed website for exhibition. Conducted independent research for January 2013 exhibit "The Art of Transformation: African Masks"; wrote wall labels, installed exhibition, and presented two independent gallery lectures.

Vanessa DeLeon Associates, Ridgewood, NJ Summer 2010 & 2011
Interior Design Intern. Maintained fast-paced internal communications, interacted with clients and vendors, managed large volume company e-mails, wrote press releases for magazines and newspapers at high-end, trend-setting residential/commercial interior design firm. Envisioned and assembled presentation boards. Installed and prepared high-end model town-home. Conceptualized and made executive design choices for 2 classroom makeovers from concept to completion; drew elevations, drafted floor plans, created design boards.

The New York International Fringe Festival, New York, NY Summer 2010
Assistant Graphic Designer. Designed logos and party fliers for the play *Trees Like Nails*.

Work Experience:

Hamilton College Art Department, Digital Photography Lab Monitor Spring 2011-Fall 2012
Anthropolgie, Woodcliff Lake, NJ. **Sales Associate** Fall 2007-Summer 2009

Computer & Language Skills

Microsoft Applications; MAC OSX. Experience with Adobe Photoshop; elementary French.

Vera Viccagi

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45 Elm Avenue • Cambridge, MA 02134 • 617.222.0000

- Education:** **Hamilton College**, Clinton, NY May 2014
Bachelor of Arts degree
Studio Art major with Concentrations in Ceramics and Photography
Geology minor
- Bard College**, Annandale-on-Hudson, NY Summer 2010
Summer Scholars program: focus on storytelling and creative writing
- Related Courses:** Photo Workshop Ceramics Workshop Drawing
Intaglia Printmaking Pottery Sculpture
- Creative Experience:** **Vera Viccagi Photography**, Clinton, NY Summer 2010-present
Independent Freelance Photographer. Shoot photos for artists' portfolios and various company Web pages. Market the business, resulting in the acquisition of five new clients annually.
- Hamilton College Choir**, Clinton, NY Fall 2010 - present
Choir Photographer. Elected to position of *Historian*. Provide photo documentation of all choir performances, tours and activities.
- Café Opus**, Clinton, NY Spring 2011 - present
Barista. Created "Goodnight Opus" program, a group meeting that brings together college staff and students to a weekly storytelling hour at small campus coffee shop.
- Forest Lake Camp**, Warrensburg, NY Summer 2011
Head Camp Counselor. Established photography program and ran small darkroom. Served as head of music department. Designed projects for arts & crafts department.
- College Activities:** **Keehn Co-op** 2011 - present
President. Lead 50-member student co-operative. Facilitate contact between administration and students in order to supervise this co-operative living dorm on campus. Market the co-op to campus and recruit students to live there.
- Hamilton College Orchestra** 2010 - present
Percussionist. Play mostly timpani. Perform several times yearly for large audiences.
- Hamilton Action Volunteer Outreach Coalition (HAVOC)** 2010- present
Trust Treat. Take inner-city youth trick-or-treating on Hamilton's campus.
- Computer Skills:** Adobe Photoshop, PageMaker and FileMaker Pro. Web design experience with Dreamweaver. MS Word, Excel, and PowerPoint. Twitter and other social media.
- Interests:** Foreign films, furniture restoration, blogging.

Christine Hernandez

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EDUCATION

Hamilton College, *Bachelor of Arts*, Clinton, NY May 2014
Major: Mathematics; Minors: Education Studies, Hispanic Studies; GPA: 3.2

Universidad de Buenos Aires, Buenos Aires, Argentina July-December 2012

Relevant Coursework:

Issues in Education • Child Development • Education Curriculum and Decision Making • Evolutionary Psychology • Spanish Creative Reading and Writing • Microeconomics • Linear Algebra • Modern Algebra

TEACHING EXPERIENCE

Breakthrough Collaborative, *Math and Chemistry Teacher*, Philadelphia, PA Summer 2013

- Prepared and taught daily lessons using "Say, See, Do" teaching style, focusing on comprehension and retention
- Managed behavior and tracked progress of fifteen middle school students in classroom setting
- Observed experienced teachers and was observed by fellow teachers and directors
- Advised students in non-academic and academic contexts individually and through group activities

Let's Get Ready SAT Prep, *Math Tutor*, Utica, NY Spring 2013

- Taught group of five high school students test-taking strategies as well as mathematics concepts
- Developed and taught weekly SAT Math lessons, based on the structured LGR curriculum
- Mentored students regarding college choice and application process
- Maintained records for group of students, including reporting progress on practice tests for LGR office

A Better Chance (ABC) Program, *Tutor*, Clinton, NY Fall 2011- Spring 2013

- Worked with eight high school boys from the New York City area that are placed in the Clinton school system
- Mentored the boys in academic, socio-emotional, and college prep topics
- Participated in monthly meetings to discuss rules, students' progress, and challenges from the past month

Levitt Center, *Scholar*, Clinton, NY Spring 2012

- Selected to present on topic of race and affirmative action to local high schools
- Delivered presentations and led discussions to three 10th grade classes

University of New Hampshire Upward Bound, *Tutor/Counselor*, Durham, NH Summer 2011

- Supervised high school students in dormitories and created structured activities and study sessions
- Assisted SAT Preparation and Mathematics teachers in developing and delivering lessons
- Mentored students on academic and social/emotional concerns that impacted their performance
- Prepared students from low-income families to apply to college

LEADERSHIP AND ACTIVITIES

HAVOC, *Events Coordinator*, Clinton, NY Spring 2012-Present

- Serve on executive board for Hamilton Association for Volunteering, Outreach, and Charity
- Design, organize, and implement community volunteer initiatives available to the entire campus
- Promote social justice awareness through social media and poster campaigns
- Coordinate large-scale fundraising events to benefit local community organizations

Hamilton College Orientation, *Orientation Leader*, Clinton, NY Fall 2013

- Helped to acclimate first-year students to college life through engaging them in activities and discussions
- Led group of first-year students through five full days of orientation meetings and activities

Summer Youth Employment Program, *Camp counselor*, Trenton, NJ Summer 2010

- Oversaw the wellbeing, safety and transportation of students and acted as a liaison to their families
- Created fun and educational activities for a group of fifteen 8-year-old children

Language Skills: Fluent in reading, writing and speaking Spanish

Phillip Miller

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13 Everett Street, Portland, ME 04101

Education	Hamilton College , Clinton, NY Bachelor of Arts degree, May 2014 Double concentrations in Computer Science and Biology GPA: 3.0
Relevant Courses	<ul style="list-style-type: none">• Genetics and Development• Neurochemistry• Principles of Neuroscience• Cell Biology• Organic Chemistry• Vertebrate Organization• Introduction to Programming I & II (Java)• Programming Languages• Data Structures (C++)• Algorithms• Computer Architecture• Electronics and Computers
	<p><i>Biology Senior Thesis:</i> Used molecular techniques such as PCR, Gel Electrophoresis, and Bacterial Transformation to clone a previously unidentified enzyme. Performed computer-based sequence analysis.</p> <p><i>Computer Science Senior Seminar:</i> Developed comprehensive web-based software package for Clinton Central Schools using ASP, COM, & XML/XSL technologies with SQL server & Microsoft Visual Studio.</p>
Computer Experience	Defense Logistics Agency , Portland, ME <i>Office Automation Clerk</i> (Summer 2013) <ul style="list-style-type: none">• Managed Microsoft Access database, tracking information on over 1000 vendors and contractors• Assisted in transition to paperless contracts Hamilton College , Clinton, NY <i>Computer Science Teacher's Assistant and Grader</i> (Spring 2012 – present) <ul style="list-style-type: none">• Assist students in completing programming assignments primarily in Java and C/C++• Grade assignments submitted by students on a twice-a-week basis <i>Information Technology Service Assistant</i> (Fall 2011 – present) <ul style="list-style-type: none">• Maintain computer labs and troubleshoot computer problems all across campus• Assist students with all aspects of computer use and networking Clinton Central Schools , Clinton, NY <i>Instructor</i> (Fall 2011 – Spring 2012) <ul style="list-style-type: none">• Taught students fundamentals of computer programming in Visual Basic• Designed programs for demonstration of covered topics
Other Experience	Peter's Polar Parlor , Portland, ME <i>Shift Supervisor</i> (Summer 2010 – Summer 2012) <ul style="list-style-type: none">• Supervised and assisted seven employees during peak business hours• Trained new employees for customer service positions
Computer	<i>Bioinformatic Software:</i> NCBI toolkit; MacVector; Vector NTI; Sequencher; ClustalW, BLAST, FASTA <i>Other Software:</i> MS Word, Excel, PowerPoint, Visual Studio, SQL Server, FrontPage, Adobe PhotoShop <i>Technologies:</i> COM, ASP, CGI, and XML/XSL <i>Programming Languages:</i> Java, Javascript, C/C++, Visual Basic, Vbscript, SML, Prolog, Lisp, Ada Extensive knowledge of MacOS, Windows and Linux operating systems Familiarity with Networks and Server operations
Activities	Hamilton College Men's Varsity Indoor/Outdoor Track & Field Team , <i>Member</i> (Winter 2011 – present) Hamilton College Men's Varsity Football Team , <i>Member</i> (Fall 2011 – 2012)
Interests	Cyber-security, chess, World Cup Soccer, travel (Caribbean islands, England, Ireland)

STEPHANIE WANG

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Box 133 • Hamilton College • 198 College Hill Road • Clinton, NY 13323

EDUCATION	Hamilton College Clinton, NY Bachelor of Arts (May 2014) Major: Economics Minor: Mathematics & Japanese GPA: 3.7 Dean's List: All Semesters SAT: Verbal 690 Math 710 Candidate for CFA Level 1 Senior Honors Thesis: <i>Role of Monetarist Policy in Chilean Economic Crisis: 1981-1985</i>
	Yale University Martinsville, NJ Summer School (May-June 2011)
RELATED COURSES	Accounting Econometrics (Fall 2013) Financial Economics Economics Statistics Vector Calculus Micro & Macroeconomic Theory
FINANCE EXPERIENCE	Hillview Capital Advisors New York, NY <i>Intern, Financial Planning Analyst</i> (May–August 2013) <ul style="list-style-type: none">• Conducted a Master Limited Partnership (MLP) asset allocation analysis of Hillview's portfolio• Analyzed future tax liability for clients using scenario analysis of selling MLP at different levels across various time frames; results adopted by the Portfolio Manager to determine appropriate asset allocation• Researched and compared life insurance products; presented 10-page analysis to management team• Prepared various performance reports, investment values, asset class returns using CRM or PCR• Created pitch books and wealth management plans for various client meetings UBS AG New York, NY <i>Intern, Firmwide Risk Control</i> (September –December 2012) <ul style="list-style-type: none">• Compared and summarized country risk methodologies of rating agencies, governments and insurance companies; the analysis was adopted by a Managing Director in the adjustment of UBS's risk methodology• Performed in-depth VaR analysis and comparison of financial service peers using 10K and 10Q data• Researched the potential influences of Basel III; compiled, compared and presented Tier 1 capital, Tier 2 capital implications for peers based on 10K disclosures Citi Group Shenzhen, China <i>Intern, Wealth Management Division</i> (June –August 2012) <ul style="list-style-type: none">• Introduced Citi Bank and different types of bonds and funds to potential clients through cold calls• Prepared numerous presentations for client meetings; assisted a Personal Banker in managing client portfolios in different asset classes according to client's risk tolerance
OTHER EXPERIENCE	Hamilton College Career Center Clinton, NY <i>Peer Advisor</i> (August 2013-Present) <ul style="list-style-type: none">• Counsel students on career-oriented planning and preparation; conduct individual meetings to mentor peers Hamilton College Department of Economics Clinton, NY <i>Grader for Issues in Economics</i> (January 2012–Present) <ul style="list-style-type: none">• Nominated by professors to grade problem sets; conduct tutoring and review sessions before exams
LEADERSHIP/ ACTIVITIES	Hamilton College Entrepreneurship Club, VP of Finance (August 2011–Present) <ul style="list-style-type: none">• Created non-profit website that provides college students with access to inexpensive text books• Participated in Pitch Competition in April 2012 sponsored by Hamilton alumni, team won 3rd place prize Hamilton Alumni Leadership Training, Member (August 2012–Present) <ul style="list-style-type: none">• Serve as a representative of Hamilton College and promote communication between students and alumni Hamilton College WHCL 88.7 Radio, Disc Jockey (August 2010–Present) <ul style="list-style-type: none">• Co-host weekly radio show featuring jazz music Levitt Leadership Institute, Student Leader (January-May 2013) <ul style="list-style-type: none">• Selected for intensive two-week leadership skills training program. Proposed and implemented <i>Make-a-Difference</i> project with positive impact on 30 local immigrant families in Utica, NY
SKILLS	Native Mandarin Chinese and Cantonese, conversational Japanese Bloomberg; FactSet; ThomsonOne; SPSS Statistics; Microsoft Word, PowerPoint, Excel
INTERESTS	International film, travel, bikram yoga, badminton, jazz music