Allison Meyers

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Education

Indiana State University, Terre Haute, IN   Expected May 2020
Bachelor of Science in Mathematics, **minor in Computer Science**
3.5 GPA

Internships

Aces Security, Terre Haute, IN   June 2019 – Aug. 2019
Data Analyst Intern
- Utilized MS SQL, data warehousing programs, Tableau, and other dashboard toolsets for data intelligence and analysis
- Converted data into actionable insights by modeling and predicting future outcomes

Epic Scope Technologies, Cleveland, OH   June 2018 – Aug. 2018
Data Analyst Intern
- Utilized SPSS and MiniTab statistical software to track and analyze data
- Optimized data collection procedures and generated reports on a weekly basis
- Used Microsoft Excel to create pivot tables and pivot reporting
- Interpreted data to draw conclusions; presented data and conclusions to managers and CEO in order to improve strategies and operations

Work Experience

Department of Math and Computer Science, Indiana State University   Sep. 2017 – Present
Office Assistant
- Provide office assistance to the faculty, staff, and students who work in or visit the university
- Design and promote student programs and newsletters
- Collect data and digitize departmental records

Collegiate Involvement

Alpha Phi Sorority, Indiana State University   Jan. 2017 - Present
  Vice President, Chapter Operations   Jan. 2018 - Present
- Oversee elections and bylaw review process for 120+ membership
- Manage three direct reports including finances, administrative processes, and housing
- Document activities and reporting for university and sorority annual reports