



HARPER LEWIS

Senior Graduate Student Assistant

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PROFESSIONAL SUMMARY

Dedicated graduate student with 7 years of experience in academic support and research facilitation. Skilled in collaborating with diverse groups to enhance educational experiences and outcomes. Proficient in data management, project coordination, and fostering student engagement, aiming to contribute effectively to academic initiatives while continuously advancing professional expertise.

WORK EXPERIENCE

Senior Graduate Student Assistant

📅 Mar / 2020-Ongoing

WidgetWorks Inc.

📍 Denver, CO

1. Collaborated with faculty to design and implement research projects, ensuring alignment with academic standards.
2. Managed and analyzed large datasets, providing insights to support research initiatives.
3. Facilitated study groups and academic workshops to enhance student learning outcomes.
4. Assisted in the development of educational materials and resources for diverse learner populations.
5. Conducted assessments and evaluations to measure student performance and program effectiveness.
6. Provided one-on-one mentoring to students, fostering academic growth and success.
7. Organized and led outreach programs to promote academic resources and support services.

Graduate Student Assistant

📅 Mar / 2018-Mar / 2020

Cactus Creek Solutions

📍 Phoenix, AZ

1. Researched and summarized scholarly articles for HIV/AIDS projects, enhancing the quality of academic resources.
2. Supported faculty with administrative tasks, improving departmental efficiency.
3. Guided students in utilizing technology for research projects, enhancing their academic skills.
4. Supervised laboratory work, ensuring compliance with safety protocols and academic standards.

EDUCATION

Master of Science in Educational Measurement

📅 Mar / 2016 - Mar / 2018

University of Sample

📍 Denver, CO

Focused on statistical analysis and assessment techniques in educational settings.

SKILLS

Data Management And Analysis



Effective Communication



Teaching Assistance



Event Planning



Social Media Management



INTERESTS

🎨 Art

🤝 Volunteering

🌲 Hiking

🧘 Yoga

STRENGTHS

🔍 Criticality

☰ Detail-oriented

🤝 Diplomacy

😊 Enthusiasm

LANGUAGES



English



French



Russian

ACHIEVEMENTS

- ★ Developed a comprehensive database for tracking student progress, improving retention rates by 15%.
- ★ Coordinated academic workshops that increased student participation by 30%.