

Tracy L. Grauman

2111 W. White Street, Apt. 216 • Champaign, Illinois 61821
Phone: (908) 507-8637 • E-mail: tgrauman@gmail.com

OBJECTIVE: Seeking a full-time position in the northeast where my analytical skills, excellence in interpersonal communication, and creativity will be assets to the company

EDUCATION: **University of Illinois** Urbana-Champaign, IL
M.S., Theoretical Computer Science – December 2008 GPA: 3.74/4.00
Research: Algorithms for folding crease patterns in two-dimensional manifolds

Rutgers University New Brunswick, NJ
B.S., Computer Science and B.S., Mathematics – May 2005 GPA: 3.84 / 4.00

EXPERIENCE: **Department of Computer Science, University of Illinois** Urbana-Champaign, IL
Teaching Assistant Fall 2006 - Spring 2008

- Guided students using interactive techniques during weekly recitation sections and problem-solving “head-banging sessions”
- Guest lectured to a class of approximately one hundred students on the characteristic equation method for solving recurrences

FIGS (First-Year Interest Group Seminar), Rutgers University New Brunswick, NJ
Course Developer and Instructor Fall 2004

- Developed and executed a ten-week course targeted towards freshmen students
- Highlighted theoretical concepts and problems of computer science
- Encouraged students’ individual exploration into ongoing research at Rutgers University

Power Engineering Society of the IEEE Piscataway, NJ
Web and Print Media Intern for Susan Sacks, Senior Manager Summer 2003

- Migrated the content of the Power Engineering Society’s existing website into a Content Management System
- Designed various pamphlets and brochures in Pagemaker

Protein Data Bank New Brunswick, NJ
Administrative Assistant for Helen Berman, Director Summer 2002

- Implemented a new filing system
- Prepared a series of presentations using Photoshop and PowerPoint

Dr. Michael Welch, Rutgers University New Brunswick, NJ
Web Designer and Tutor 2001 - 2002

- Produced a professional website using Photoshop and HTML
 - Trained Dr. Welch in the art of HTML programming and continual website maintenance
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HONORS:

- Outstanding Teaching Assistant Award – Fall 2006
- Incomplete List of Teachers Ranked as Excellent – Fall 2006
- SURGE (Support for Under-Represented Graduates in Engineering) Fellowship – 2005 - 2008
- Phi Beta Kappa – May 2004
- Dean’s List – 2001 - 2005
- Rutgers College Honors Program – 2001 - 2005

LEADERSHIP: President, Scarlet Key Society of Rutgers College – 2004 - 2005
Webmaster, Scarlet Key Society of Rutgers College – 2003 - 2004
Webmaster, RCRHA (Rutgers College Residence Hall Association) – 2003 - 2004
Vice-President of Programming of Brett Hall Dormitory, RCRHA – 2002 - 2003
