

Matthew Alexander Ng

Education

University of Florida Fall 2013 - Spring 2017
Bachelor of Science in Psychology
University of Central Florida Fall 2017 - Present
Pursuing a Master of Science in I/O Psychology

Relevant Experience

University of Florida Computing Help Desk Fall 2015 - June 2017
Served affiliates of the University of Florida
Account Specialist

- Solved common and uncommon account issues

Application Support Consultant

- Formatted theses and dissertations according to university guidelines

Account Specialist Trainer

- Trained new employees in the Account Specialist position

Application Support Consultant Trainer

- Trained new employees in the Application Support Consultant position

Teaching Assistant for Dr. Lawton Swan Fall 2016

- Led and Oversaw a podcast for science literacy

Assessor for UCF Performance Solutions Fall 2017 - Present

- Conduct assessments on undergraduate students enrolled in Career Readiness Solutions

Skills

- Bilingual
 - Native Speaker of English
 - Conversational Proficiency of Spanish
 - Experience conducting interviews
 - Experience in the following programs
 - Audacity
 - SPSS
 - Microsoft Office Suite
 - Google's Collaboration Programs
 - Exhibit Competency in
 - Public Speaking
 - Technical Writing
 - Teamwork
 - Customer Service
 - Leadership
-

Honors

Graduated Cum Laude Spring 2017
Dean's List Fall 2015, Spring 2016, Spring 2017
Employee of the Month January 2016
