

Michael C. Dumaine

Profile

- Extensive coursework in Economics, Statistics, and Mathematics
- Possess excellent written and oral communication skills in both English and Spanish
- Able to multitask, work well within a team or individual setting and within deadlines

Education

Bachelor of Arts, Hanover College, anticipated May 2018
Major: Economics; Minors: Mathematics, Spanish
Cumulative Grade Point Average: 3.95; Dean's List (all semesters),
2017 CoSIDA Academic All-District Team, Phi Sigma Iota Honor Society Member

Related Experience

Economics Department Worker, Hanover College, September 2017 – Present

- Provide general administrative support to the Economics faculty
- Assess the accuracy of student work for Economics professors
- Perform data analysis on the Hanover College Student Survey results

Economics Tutor, Hanover College Learning Center, September 2017 – Present

- Assist economics students of all grade levels in understanding economic concepts
- Apply knowledge of economic theory to various problems
- Develop relationships with tutees to aid in the learning process

Honors Intern, Federal Bureau of Investigation, June 2017 – August 2017

- Researched critical languages related to the FBI's mission
- Analyzed immigration trends of immigrants who speak critical languages
- Synthesized research findings into a written report
- Presented research findings and supporting data to a supervisor

I-PAL, Hanover College, August 2016 – May 2017

- Assisted incoming international students adapt to life in the United States
- Worked with a team to organize the schedule of events for the orientation week
- Counseled an advisee to ensure a successful transition into American college life

Additional Experience

Treasurer, Phi Delta Theta Indiana Epsilon, January 2017 – Present

- Prepared a budget that received approval by the Chapter Advisory Board
- Oversaw the Formal Committee and allocated \$3,000 in funds for the event

Treasurer, Spanish Club, September 2016 – Present

- Wrote a grant proposal and received over \$1,400 for the Viva Fest event
- Reported a budget to the Hanover College Student Activities Budget Committee

Computer Skills: Microsoft Word, PowerPoint, Excel, Publisher, Outlook; Adobe Photoshop