

School Address  
1518 Peoples Ave  
Troy, NY 12180-3599

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304 East Street NE  
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## EDUCATION

**Rensselaer Polytechnic Institute** Troy, NY Aug 2014–Expected May 2018  
- Dual B.S. degree in Information Technology & Web Science (ITWS) and Business & Management  
- Concentrations: Management Information Systems and Marketing  
- Current GPA: 3.76 | Dean’s Honors List: All semesters

## WORK EXPERIENCE

### Johnson & Johnson

*(IT Support Digital & Analytics Intern)* Somerset, NJ June 2017–Aug 2017  
- Analyzed over 1,400 software applications on current and future state of knowledge management articles.  
- Trained in Knowledge Centered Support methodology and created a rollout plan for support vendors.  
- Spearheaded Johnson & Johnson volunteering event for local Boys and Girls Club promoting healthy living to 45 children.  
- Orchestrated 3 personal and professional development events for 23 Johnson & Johnson female interns and co-ops.

*(IT Business Analyst Intern)* Raritan, NJ June 2016–Aug 2016  
- Built from scratch department-wide website on Sharepoint accessed by over 4,500 employees with overhauled document library, refocused informational pages and visualized optimization tools.  
- Elicited business requirements from team members to create over 170 user requirement specifications.  
- Implemented streamlined system for team contact, reducing manual engagements by 65%.  
- Coordinated Women’s Leadership Event, managing \$1,000 budget and 32 intern attendees.

**K12 Inc.** *(Systems Risk and Compliance Intern)* Herndon, VA June 2015–Aug 2015  
- Constructed department website on Sharepoint accessed by over 2,000 employees, including restricted pages and revamped document library.  
- Enforced IT governance on deployment changes, new access and terminations on over 5,000 users.  
- Compiled cross identity matrix to include all employees, including 100,000+ teachers, across 7 platforms.

**Sacred Heart School** *(Website Administrator)* Troy, NY Apr 2015–Present  
- Revamped website for responsive design. Update weekly with school news and student photo slideshow.

**RPIrooms.com** *(Website Administrator)* Troy, NY Mar 2014–Present  
- Created responsive design site with 807,000+ views. Update daily, post pictures for student body and answer questions.

**Personal Website - [www.RachelBlacker.com](http://www.RachelBlacker.com)**

## LEADERSHIP

### Rensselaer Polytechnic Institute

- ITWS Leadership Board President | May 2017–Present  
- Phalanx Leadership Honor Society Secretary & Webmaster | Apr 2017–Present  
- Rensselaer Admissions Student Ambassador | Aug 2016–Present  
- Epsilon Delta Sigma Honor Society Secretary & Webmaster | May 2015–Present  
- Habitat for Humanity RPI Chapter VP of Builds | Apr 2016–Apr 2017  
- ITWS Leadership Board VP & Class of 2018 Representative | Sep 2014–May 2017

### RPI Greek Life

- Panhellenic Council Vice President of Recruitment | Nov 2016–Present  
- Panhellenic Council Assistant VP of Recruitment | Nov 2015–Nov 2016  
- Alpha Phi Fraternity, Theta Tau Chapter Director of Advertising & Social Media | Nov 2014–Dec 2015

## HONOR SOCIETIES

- Phalanx Leadership Honor Society  
- Order of Omega Greek Honor Society  
- Gamma Nu Eta Information Technology Honor Society  
- Beta Gamma Sigma Business Honor Society  
- Epsilon Delta Sigma Management Honor Society  
- White Key Leadership Honor Society

## AWARDS

- RPI Founders Award of Excellence | 2017  
- RPI Greek Woman of the Year | 2017  
- Johnson & Johnson Encore | 2017 & 2016  
- Who’s Who Among Students in American Universities and Colleges Award | 2016  
- Women in Technology | 2013  
- Girl Scout Gold Award | 2013  
- National Center for Women and IT Computing Award | 2013

## SKILLS

### Languages:

HTML, CSS, SQL, Angular, Node.JS, JavaScript, PHP, Python, Java, JSON, AJAX, C, C++

### Applications:

Sharepoint, Wordpress, Adobe InDesign, Adobe Photoshop, Adobe Illustrator, Adobe Dreamweaver, Microsoft Office, Drupal, GitHub, Sharepoint Designer, GoDaddy.com, SQL Management Server, Confluence JIRA, Apache

## CERTIFICATIONS

### Adobe Certified Associate:

InDesign, Photoshop, Dreamweaver

### Microsoft Technology Associate:

Operating System Fundamentals, Security Fundamentals & Networking Fundamentals

### Certiport:

Internet and Computing Core Certification (IC3) Global Standard 3