

# PILOT IRWIN

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Coursework, Blogging Portfolio, & Graphic Design: [pilotirwin.dgah.sites.carleton.edu](http://pilotirwin.dgah.sites.carleton.edu)

## SKILLS

### BUSINESS

Project management, financial statement analysis, corporate accounting, public speaking & presentations, bookkeeping (QuickBooks Online)

### TECHNICAL

MS Excel, MS Word, Microsoft Office, Adobe Photoshop, Adobe InDesign, Adobe Creative Suite, programming (Python, Java, R), data analysis

### CREATIVE

Blog writing, sound design, photography and videography, sound & video editing, creative writing

### LANGUAGES

English  
Spanish (conversational)

## EXTRACURRICULAR

### STUDENT DEPARTMENTAL

#### ADVISOR

*Cinema & Media Studies*  
Carleton College, 2019-2020

#### PRESIDENT

*Science Fiction & Fantasy Alliance*  
Carleton College, 2019-2020

*Vice President* 2017-2019

#### BOOKKEEPER

*Irwin & Hsuan LLP,*  
2019-2020

## INTERESTS

Tabletop gaming, drumming, crocheting/ sewing, game design, podcasting, photo editing, drawing, creative writing

## EDUCATION

### CARLETON COLLEGE

NORTHFIELD, MN, 2016-2020

*Bachelor of Arts, Cinema and Media Studies*

- Honors: *cum laude* (GPA: 3.775), Carolyn Applebaum Prize in the Arts
- Studied film/video production and analysis, with a focus on digital media and sound design; produced a radio play about communications technology for student thesis
- Completed rigorous coursework in Economics, Computer Science, and Digital Arts and Humanities, with emphasis on industrial systems, human behavior, and user experience

### TUCK SCHOOL OF BUSINESS AT DARTMOUTH

HANOVER, NH, WINTER 2018

*Tuck Business Bridge Program*

- Took part in a highly selective 3-week program based on MBA curriculum, taught by accomplished faculty; received an in-depth introduction to accounting, corporate finance, spreadsheet modelling, marketing, business communications, and strategy
- Contributed to team-based analysis of market value of Lululemon, including a DCF analysis, financial and strategic assessments, and a formal presentation of results to faculty and industry executives

## EXPERIENCE

### DIGITAL SCHOLARSHIP INTERN

NORTHFIELD, MN, 2019-2020

*Gould Library, Carleton College*

- Researched and wrote 18 separate blog posts covering topics such as user-centric design, data privacy law, and voting software
- Designed a zine covering the college's social media history and the online relationships between the campus and alumni, for a team project regarding Carleton's digital history
- Created a guide outlining best practices for creating sustainable digital projects, for distribution across the History, English and other humanities departments

### FILMMAKING COUNSELOR

NEW YORK, NY, SUMMER 2019

*Day Camp, Writopia Lab*

- Organized film projects, managing teams of 2-5 campers; planned, filmed and edited short films with a weekly turnaround, creating 9 projects and assisting with 4 others
- Photographed private events celebrating camper work; recorded more than 300 images for display on company website

### PRODUCT MANAGEMENT INSTRUCTOR

NORTHFIELD, MN, WINTER 2019

*Workshop, Education & Energy*

- Conducted a short lecture and interactive activity engaging local teenagers on the basic principles of product management

### PRODUCTION OFFICE TECHNICAL ASSISTANT

NORTHFIELD, MN, 2016-2019

*Cinema & Media Studies, Carleton College*

- Managed a small video production team, tasked to create a series of short tutorial videos; organized, scheduled, directed, and edited each video, resulting in department portfolio of 5 educational videos for the benefit of students
- Hosted semi-annual student thesis presentations; interviewed over 50 presenters in order to write informative, entertaining introductions
- Interfaced with students to analyze projects and determine suitable equipment; assisted students and professors with software and hardware usage, helping to train more than 280 people