

Madison Kuo

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14644 Blue Wings Way, Colorado Springs, CO 80921

Education

University of Colorado | Boulder, CO

Major: Biomedical Engineering

B.S. May 2026

Cumulative GPA: 3.32 / 4.00

Major GPA: 3.75 / 4.00

Awards and Honors:

- CU Boulder Esteemed Scholars Program: Horace M. Hale Scholarship - \$16,000

Work Experience

Undergraduate Research Assistant | FLOWLab | March 2024 – present

Private Tutor | June 2023 – August 2023

- Provided one-on-one instruction to prepare for placement testing
- Reinforced effective study methods via in-person and virtual tutoring sessions
- Compiled a personalized student learning plan to best address new and challenging material

Kumon Learning Center | Teaching Assistant/Receptionist | May – August 2022, June – August 2023

Receptionist

- Responded to customer inquiries seeking information and assistance
- Completed data entry and filing to keep student records available for easy retrieval
- Organized, maintained, and updated information in computer databases
- Managed multiple tasks and met time sensitive deadlines

Teaching Assistant

- Provided homework assistance using specific curriculum and materials
- Reinforced academic comprehension via one-on-one collaboration with students
- Maintained tutoring records to adjust instruction and update parents on student progress

Great Wolf Lodge | Restaurant Hostess | June 2021-September 2021

- Managed flow of guests and activity in restaurant to keep efficient dining flow
- Answered customer questions about hours, seating, and menu information
- Backed up servers by checking on tables and retrieving items for guests
- Supported servers and bussers by keeping dining area ready for guests

Skills

- **Hardware and Software:** SolidWorks CAD, Microsoft Office, Google Suite
- **Soft Skills:** Organization, Written Communication, Schedule Management, Collaboration, Quick and Motivated Learner, Documentation and Bookkeeping, Tutoring and Student Assistance, Interpersonal Skills

Certifications

- **Certified SolidWorks Associate (CSWA)** | DS SolidWorks Corporation | May 2023 – present

Professional and Extracurricular Activities

- **CU Barbell** | Member | October 2023 – present
- **Colorado Crew** | Member | August 2022 – May 2023