Teyana Ildefonso

(703)-520-3051 | tildefon@alumae.spelman.edu | [Linkedin](#)

Education

SPELMAN COLLEGE | B.A. DOUBLE MAJOR ECONOMICS AND POLITICAL SCIENCE | GRADUATED MAY 2023

3.7 GPA, *Magna Cum Laude*, Dean's List, Deliver the Spelman Promise - First Generation Coca Cola Scholarship Winner

Political Science Departmental Honors Program, Omicron Delta Epsilon Economics International Honor Society

Leadership: Senior Class Justice of 2023, Chair for Political Science Conference 2021 & 2022

Organizations: Current member of Sigma Gamma Rho Sorority Incorporated, Pride and Black Heritage Citi Network

Political Science Honors Thesis: "Representation and Rights: How Does the Election of LGBTQ Legislators Affect the Enactment of Progressive Policy that Treats Gay and Transgender Citizens Equally in South Africa?"

Economics Thesis: "Perks of Acceptance: LGBTQ Acceptance and Tourism", Stata heavily used

Technical Skills

MICROSOFT OFFICE 360 CERTIFIED 2018 - Present | Expert in Excel, Word, Access, and Powerpoint

EXCEPTIONAL PROFICIENCY IN STATA & R THROUGH COURSEWORK 2020 - 2023 | Data Visualization and Data Cleaning, High-Level Quantitative Analysis and Reasoning Ability, Regressions Analysis

BASIC KNOWLEDGE OF DATA SCIENCE & PROGRAMING SKILLS | Python, JavaScript, Matlab

Experience

INSTITUTIONAL CLIENT GROUP (ICG) OPERATIONS ANALYST 2 YEAR ROTATIONAL PROGRAM | ASSET SERVICING INCOME/CORPORATE ACTION PROCESSOR | CITI BANK | JULY 2023- PRESENT

- Manage client inquiries and mitigate risks related to Corporate Action, Income, and Proxy events for global accounts. Resolve complex problems using data analysis and in-depth evaluation. Compute daily excel reports about breaks in market events.

RESEARCH INTERN | CREATING OPPORTUNITIES FOR DATA EXPLORATION SCHOLARS PROGRAM (CODE) | AUGUST 2022 - APRIL 2023

- Collaborated and communicated effectively in teams using data science to solve real world problems using R and high level analytical reasoning. Presented at 2 research conferences. Weekly training sessions on R. Monthly training sessions on Accenture.

- **Projects:** Performed tests in R and Excel to analyze The Effects of American Demographic Diversity upon US States' Contemporary Politics, Public Policies, and Social Welfare

STUDY GROUP LEAD | SPELMAN COLLEGE STUDENT SUCCESS PROGRAM | AUGUST 2022 - MAY 2023

- Provided course assistance in econometrics, engaged in weekly group meeting sessions, and led team building exercises, and mentored 16 first year students.

LEAD CANVASSER | AMERICAN CIVIL LIBERTIES UNION (ACLU) | JUNE 2021 - AUGUST 2022

- Spearheaded a team of 25 canvassers to convince constituents of Richmond VA to donate and become members of the ACLU to advance our civil liberties. Coordinated weekly meetings to train new canvassers persuasive techniques and communication skills.

ASSISTANT MANAGER | SERVER | BARTENDER | TRUES CULTURAL KITCHEN | SEPTEMBER 2018 - JUNE 2021

- Supervised and trained a team of 12 staff members for excellent customer service, promoted weekly specials to generate revenue. Increased revenue sales by 33% in 3 months. Financed and budgeted $100,000 and stocked inventory.