

Andrew Calvin Fong

fongandrew@post.harvard.edu

33768 Trailside Way
Union City, CA 94587
510-825-2335

Education

HARVARD UNIVERSITY – Cambridge, MA

B.A. cum laude in Government, Secondary Field in Computer Science

Citation in Mandarin Chinese

Skills and Experience

COMMUNICATIONS AND PUBLIC RELATIONS

- Partnerships Director, Harvard Project for Asian and International Relations (Sept. 2006 to June 2007) – Responsible for relations with partner organizations at several universities around the world, official announcements to other organizations
- Member-at-Large, Harvard College Democrats Legislative Committee (Sept. 2004 to June 2006) Helped draft position papers representing the official opinion of the Harvard College Democrats, represented the Harvard College Democrats in debates, panels, etc.

TECHNICAL SKILLS

- Central Technology Officer of the Harvard Project for Asian and International Relations (Sept 2004 to Aug. 2006) – Designed web applications using SQL Server 2000 and Microsoft Visual Studio .NET (ASP and C#), accessible at hpair.org. Also maintained mailing lists, FTP server, and a Microsoft Sharepoint web portal
- Proficient with C, C++, C#, LISP, Java, HTML/XHTML/XML, CSS, PHP, ASP, Ruby on Rails, Javascript, and SQL
- Comfortable creating and maintaining web applications using both Windows Server 2003 and Linux-Apache environments
- Proficient with Adobe Photoshop and Illustrator

LANGUAGE ABILITY

- Intermediate ability in Mandarin Chinese
Speaking 3, Reading 2+, Listening 3+ on FILR scale

Employment History

Center for American Progress, 1333 H Street, NW, Washington, D.C. 20005

Web Communications Intern, June 1, 2005 to August 5, 2005

- Helped coordinate communication campaigns targeted towards college students
- Worked with the Kintera Content Management System
- Updated website content and handled e-mails from visitors

New Haven Unified School District, 34200 Alvarado-Niles Road, Union City, CA 94587

Assistant Speech & Debate Coach at James Logan High School, Summer 2003