

# HAZEL VIRDÓ

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## EXPERIENCE

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### DigitalOcean

*Senior Technical Editor*, Oct 2016 - present

*Technical Editor*, Jan 2015 - Oct 2016

- Published, via editing and writing, over 150 sysadmin and DevOps tutorials about open-source technologies
- Coached internal and external authors and open-source software experts to improve their writing skills
- Worked in all editorial capacities: technical, developmental, structural, stylistic/line, and copy
- Wrote the DigitalOcean Writing Guidelines for house style documentation and external author reference
- Contributed to and fully edited the DigitalOcean Technical Recommendations and Best Practices reference
- Led the redesign of the Write for DigitalOcean community authorship program in 2017
- Researched high-level content strategy and led interdepartmental coordination on same

### The Efficiency Network (TEN)

*Software Engineer*, July 2013 - June 2014

- Designed and built energy engineering automation systems with a RESTful JSON API in Python
- Rebuilt an internal platform with a database redesign on a team of 3 in 3 months, vs. 2 years for the original

### Google

*Site Reliability Software Engineering Intern*, Summer 2012

- Implemented a way to collect, manage, and display internal Google Shopping-specific data
- Was chosen to write for the Diary of a Summer Intern 2012 blog series

### InstaEDU

*Private online tutor*, since May 2013

- Tutored students one-on-one in subjects including Computer Science, Philosophy, and English/Writing
- Received only positive ratings from every student tutored

### Carnegie Mellon University

*Head Teaching Assistant*, 15-121 *Introduction to Data Structures in Java*, 2010 - 2013 (6 semesters)

- Improved course infrastructure by designing and implementing new homeworks and writing exam questions
- Increased efficiency by training new TAs and writing grading scripts, reference solutions, and a style guide
- Worked directly with students by leading weekly hour-long recitations and holding office hours
- Consistently received high student evaluations in every category (overall, recitation, email, one-on-one)

*Robotics Institute Web Content Editor and Manager*, May 2010 - May 2012

- Independently managed all Carnegie Mellon Robotics Institute site content
- Conducted SME-style interviews with RI faculty and staff to write project summaries and biographies

*Digital Forensics Teaching Assistant*, *Summer Academy for Mathematics and Science*, Summer 2011

- Assisted with lectures, hands-on projects (digital forensics, UNIX basics, etc.), and student evaluations

## EDUCATION

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### Carnegie Mellon University

*Bachelor of Science in Computer Science*, 2013

- Received the Ethel Glass Scholarship (2012 - 2013)
- Nominated for and served as an Academic Review Board member and the University Disciplinary Committee undergraduate Computer Science Department representative (2011 - 2013), including Title IX training

*Bachelor of Science in Philosophy*, 2013

- Independent study in Philosophy of AI

## SKILLS AND ATTRIBUTES

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- Excellent written and verbal communication skills
- Strong teaching abilities (and a strong love of teaching)
- Broad knowledge of Linux, system administration, and open-source software; see published works
- Languages: Java and Python primarily, but familiar with many others