

APARAJITA SENGUPTA

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Summary

- Current Doctoral student in Public Administration and Policy.
- Strong experience in briefing, memo and literature review writing; able to interact with people from different cultures as a result of studying abroad.
- Background in administrative tasks, non-profit teaching along with knowledge of public administration laws through education and internships; 2 years of experience in research and policy brief writing.
- Excellent negotiation and high interpersonal skills; experienced in strategy development because of working in the academic research area.

Skills

- **Analytical:** SPSS, Microsoft Office, coding qualitative data
- **Languages:** Hindi (native), Bengali (native), Farsi (beginner), French (beginner)
- **Interpersonal:** Excellent in oral and written communications, experienced in negotiations and simulation conduction
- **Relevant Coursework:** Theories in Policy Process, Public Policy making, Global Cultural Leadership, Diplomatic IR theory, Research and Design Methodology and Multivariate Analysis

Education

- **School of Public and International Affairs, Virginia Tech** **2020- Present**
Ph.D. in Public Administration and Public Affairs
Research Interest- Role of Public Administration in government regulations
Blacksburg, VA
- **School of International Affairs, The Pennsylvania State University** **2017-May 2019**
Master of Arts in International Affairs
University Park, PA
- **National Museum Institute, (deemed University)** **2015-2017**
Masters in Heritage Conservation (with honors)
New Delhi, India
- **University of Delhi** **2012-2015**
Bachelor of Arts in History (with honors)
New Delhi, India

Professional Experience

- **Office of International Programs, Dept of Agriculture, Penn State** **Oct 2019 - July 2020**
Project Support (Research)
 - Created, updated, and maintained committee databases, spreadsheets for public records regarding the office of international affairs; developed and streamlined office and meeting procedures regarding student scholarships for study abroad; coordinated and participated in all conference calls and meetings with international students and similar centers; Prepared meeting summaries for the public record.
 - Planned and managed logistical components for more business development meetings including room bookings, on-line registration, agenda development, reconciling invoices, and coordinating staff.
 - Modelled a potential Nuclear war scenario to study its ramification on agriculture and food security in the world. Created a metric system for identifying nations which would be best suited for sustained operation for food production in a post-global nuclear scenario.
 - Conducted extensive literature review on agriculture after a nuclear war; Compiled country specific project reports on methodology, findings and conclusive ideas for sustaining agriculture post a nuclear war in selected nations and recommended areas of future work of those nations.
- **Centre for Policy Research, New Delhi, India** **June 2018 - Aug 2018**
Summer Research Intern
 - Researched on the relationship between woman labor force participation and woman education level for policy briefs for a project funded by Oxfam, India. Conducted a literature review and synthesized an annotated bibliography of published articles and previous policy briefs on the female labor participation and education levels worldwide.

- Analyzed and produced summary statistics using SPSS to study the correlation between education level in women and labor force participation of women in India using the Census data from 1990-2017. Found similar inverted U shape correlation as produced in the existing literature on the same topic.

Schreyer Honors College, Penn State, University Park, PA

Aug 2018 - May 2019

Career Development Assistant, Part-Time

- Analyzed existing data and created summary statistics using Excel on post-graduation performances of students from 2016-2018 to track job placements and internship database for public records.
- Created reports on event budgets, grants, logistic manual yearly reports for dean, backstopping donor funded projects, increased alumni participation in job placements by 40%.
- Compiled and wrote policy briefs on higher education for bi-monthly meetings with the Penn State, Dean to discuss recent legislative and regulatory policies in higher education.
- Coordinated and managed three job placement events, invited and contacted companies and alumni's, leading to a 60% increase in the placements for undergraduate honors students for the year 2018-2019.

Academic Experience

Graduate Teaching assistant to Dr. Patrick Roberts

Aug 2020-Present

Systems Skills for Managers class, Centre for Public Administration and Policy, Virginia Tech

- Conducted a literature review for ICPAA 2021 conference by creating a coding metric to code articles on reviewing various justifications (liberal/non-liberal) used in public administration for the use of 'rule of law'.
- Created class syllabus and presentations; conducted my own class

Graduate Research Assistant to Dr. Wei Peng

Jan 2019 – May 2019

School of International Affairs, Penn State

- Estimated job productions in Energy sectors (Coal, Biofuel, Wind) in the US by using Global Change Assessment models and JEDI models on Microsoft Excel.
- Using SPSS, created correlation tables and summary statistics between climate change and stock prices for countries, to understand why Financial investors should invest in climate change

Graduate Research Assistant to Dr. Johannes W. Fedderke

Aug 2018 – Dec 2018

School of International Affairs, Penn State

- Cleaned data to produce trends and summary statistics between inequality and poverty using SPSS, for developing nations from 2000-2017.
- Produced extensive literature review on the correlation between inequality and growth in particular on the triangle relationship between growth, poverty and inequality in general for World Bank working paper

Volunteer Positions

Little Umbrella Foundation, New Delhi, India

Project Coordinator

- Managed a team of 10 to conduct educational sessions on child and woman abuse in households or schools, taught children the necessary steps to take to file complaints with higher authorities, ideas regarding 'good touch' and 'bad touch' and help meeting with parents separately.
- Taught students English writing, theater and mathematics.

Awards and Scholarships

- Merit Scholarship, *School of International Affairs* **Aug 2017-May 2019**
- Scholarship for the International Summer School, *Uni. of Applied Arts, Vienna, Austria* **June 2017- July 2017**
- All Rounder Award for first position in B.A. History (Hons), *JDMC, Uni. of Delhi* **Aug 2014- May 2016**
- Mrs. V. Nath Award for highest marks in Ancient History (2012-2013), *Uni. of Delhi* **May 2012- Aug 2013**

Leadership Positions

- Education Chair, Student Government Body, *School of International Affairs, Penn State* **Aug 2017-May 2018**
- Student Ambassador, *School of International Affairs, Penn State* **Aug 2017-May 2019**
- Media Head, Student Council, *Janki Devi Memorial College, University of Delhi* **Aug 2014-May 2015**
- Co-President, English Debating Society, *Janki Devi College, University of Delhi* **Aug2013- May 2015**