

Amanda Bock

Atlanta, GA • abock7@gatech.edu • (770)-743-0074

Education

Georgia Institute of Technology (GT), Atlanta, GA

Aug. 2020 - May 2024

Bachelor of Science in Public Policy, GPA 3.90

- **Awards:** Dean's List or Faculty Honors every semester, Zell Miller Scholarship Recipient
 - **Relevant Coursework:** Political Processes, Policy Analysis, Data Science for Policy, Research Methods, Regulatory Policy, Constitutional Issues, Foundations of Leadership, Public Health Policy in Practice, Organizational Studies, Statistics, Microeconomic Principles, Macroeconomic Principles, U.S. Government, Applied Political Economy, Information Systems
 - **Interests:** Science and Technology Policy, Public Management, Law, Political Processes
-

Skills

- **Technical:** Familiar with Excel, Microsoft Office, Python, R, Tableau, SQL, Gephi, Google Applications, Canva, Inkscape
 - **Communication:** Presentations, Phone Etiquette, Policy Briefs, Group-collaboration, Research papers, Active listening
 - **Policy-Relevant:** Legislation Tracking, Policy Research, Stakeholder Analysis, Memo Writing, Statistical Analysis
-

Relevant Experience

Georgia General Assembly, House of Representatives, Atlanta, GA

Jan. - March 2023

Legislative Intern

- First-hand experience in seeing the lawmaking process up-close
- Research legislation, bills, and issues relevant to the state of Georgia
- Professional interactions with members of Georgia Legislature and committees

Georgia Tech School of Public Policy (SPP), Atlanta, GA

June 2021- Dec. 2022

Student Assistant

- Aided professors and staff in updating spreadsheets, designing flyers and marketing material, and scanning documents
- Assisted with SPP campus and prospective student outreach activities, academic lectures, and social events
- Provided main office and phone line coverage, provide information to office visitors
- Sorted mail deliveries, organize workspaces, and kept stock of supplies

SPG Attorneys Law Firm, Alpharetta, GA

Aug. - Dec. 2019

Intern

- Interacted with clients and recorded notes during meetings and phone calls
 - Examined and filed legal documents and paperwork
 - Shadowed paralegals and attorneys throughout their day
-

Community Involvement and Leadership

Georgia Tech Public Policy Undergraduate Student Association (PPUSA)

October 2022 - Present

President and Founding Member

- Elected to represent and advocate for all undergraduate students in GT's Public Policy program
- Notifies staff and professors of concerns impacting the public policy student body at Georgia Tech
- Plans and oversees social and professional development events for GT public policy students
- Promotes awareness of public policy issues across Georgia Tech's campus

North Avenue Apartments' (NAV) Area Council

Sept. 2022 - Present

Executive Member and Meetings Coordinator

- Serve as liaison for residents from 4 apartment buildings and GT's Residence Hall Association
- Oversee all Area Council meetings and prepare weekly meeting agendas to ensure the Area Council's smooth operation
- Manage budget of \$9,000 to plan initiatives for NAV residents, work with residents to pass their own bills for events

Student Government Association (SGA) Community Relations Committee

Jan. 2022 - Present

Member

- Promote and facilitate GT's relationships within the Atlanta community and provide student volunteer opportunities
- Currently helping to plan the GT Hawks Night, a Community Arts Fair, and the Midtown Free Fridge Project
- Involved in external communications, planning, and team organization