

Maria Riley

Louisville, KY

EDUCATION

University of Louisville

B.S.B.A. in Computer Information Systems

- Data Analytics Track
- Cumulative GPA: 3.9
- Dean's Scholar (4.0 semester GPA): Fall 2023, Spring 2024, Fall 2024, Spring 2025

Louisville, KY

Expected: May 2026

SKILLS

Languages: HTML, CSS, JavaScript, C#, SQL, Python

Software: Microsoft Suite, Access, Visio, Visual Studio, IBM SPSS

Certifications: Microsoft Office Excel Associate

EXPERIENCE

University of Louisville School of Medicine

Student Web Developer

- Manages website updates, assists with the migration to Drupal, and maintains content across multiple platforms.
- Ensures webpages are ADA compliant, brand-consistent, and user-friendly.
- Collaborates with faculty and staff to design accessible digital content, analyze site effectiveness, and contribute to the school's broader web strategy.

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September 2025 – Present

University of Louisville Disability Resource Center

Cardinal Success Coach

- Guides students with disabilities in accessing accommodations, utilizing university resources, and developing time management skills.
- Tracks student progress and provides accountability checks, resulting in a 20% improvement in assignment completion rates.
- Provides personalized academic support, leading to a 0.5 average GPA increase for all coached students over the course of a semester.

Louisville, KY

October 2024 – Present

Heaven Hill Brands

AI Solutions Intern

- Spearheaded the monitoring and analysis of company-wide ChatGPT utilization, identifying key usage opportunities to drive a 35% increase in active users.
- Co-led the "Thrive with AI" initiative, collaborating with cross-functional teams to implement engagement strategies, such as office hours and formal training sessions, boosting adoption and proficiency.
- Designed and deployed custom GPTs tailored for Legal and Environmental/Sustainability departments, streamlining workflows and reducing repetitive tasks.
- Conducted in-depth weekly research on emerging generative AI topics and delivered eight presentations to internal stakeholders.
- Created a ChatGPT Scheduled Tasks training document and configured automated policy-compliance reminders to ensure ongoing adherence to evolving state AI regulations.

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May 2025 – August 2025

INVOLVEMENT

Best Buddies International

Financial Officer

- Manages annual budgeting, financial reporting, and fund allocation, ensuring compliance with organizational policies and supporting inclusive programming initiatives.

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June 2025 – Present