

# Jane Doe

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## **Education**

### **University of Wisconsin – Whitewater – May 2024**

- Bachelor of Science – Biology; Pre-Biomedical Professions Emphasis

## **Medical/Hospital/Clinical Experience**

### **Internship – Bucky Badger Health System – Beloit, WI May – August 2023**

- Completed rounds to check on patients
- Made sure patients had positive and excellent patient care experience during their stay
- Attended meetings with medical staff from all backgrounds and positions
- Remade and implemented an acuity tool for staff to implement
- Worked on improving overall patient care experience at Beloit Memorial Hospital in Multi Care Center 1 and 2 and Special Care
- Looked at how to make a more streamlined discharge process for the patients
- Informed high school students about hand hygiene in the hospital
- Scanned employee records so they could be transferred to an electronic version
- Downloaded employee competencies and organized them into categories by name, competency, date, and validator in an Excel sheet
- Demonstrated strong attention to detail and precision when accessing all medical records and using all forms of technology to ensure accurate and prompt care
- Shadowed Brianna Stein, a Certified Athletic Trainer, in the Occupational Health and Sports Medicine Center, at Beloit Memorial High School, and F.J. Turner High School
- Shadowed Dr. Shannon McCormack (Hospitalist)

## **Health Certifications**

- Course Completion Certificate, EMT-Basic Program, OSF St. Anthony Medical Center/EMS Office
- American Heart Association BLS Provider Certification

## **Team Accomplishments**

- High School Softball and Volleyball teams for 3 years
- Dance teams for 10 years, starting in middle school
- Softball for 12 years
- Volleyball for 4 years
- Intramural Sand Volleyball for 1 year

## **Organizational Involvements**

### **Pre-Health Associates Today – UW-Whitewater - January – May 2023**

- Organized a blood drive with BloodCenter of Wisconsin

### **Sigma Sigma Sigma National Sorority – February 2022 – Present**

- Raised money for child's play therapy through different events held during the academic year.

### **Community Service, Fundraising and Teaching Experience**

#### **Moonlight Bowl South Beloit Future Football – February 2022, February 2023**

- A fundraiser for the South Beloit Future Football teams was put on at Viking Lanes in Beloit, WI. We did a 50/50 raffle, made gift baskets for people to win, and played 3 games of bowling to help raise money for the teams.

#### **Rent a Firefighter – July 2022**

- Rockton Fire Department hosted an event called Rent a Firefighter. Families can have a group of firefighters come to their house or wherever they need them. My group was asked to help a family build a playhouse for their daughters.

#### **St. Baldrick's – March 2022**

- Raised money for children's cancer research

#### **Rocking for Robbie – March 2022**

- Raised money for child's play therapy for children in hospitals coping with illness

#### **Student Teaching Assistant – August 2016 - May 2020**

- Aided class of 4<sup>th</sup> graders by helping grade papers/assignments, made copies when needed, worked in groups with the students, assisted students with homework, and answered any questions the students had.

### **Customer Relations Skills**

#### **Style Specialist – Charming Charlie – Rockford, IL August 2021 - April 2023**

#### **Sales Associate – Charlotte Russe – Rockford, IL May - Aug 2021**

- Meticulously answered calls on multi-line phone
- Ensured that salon was clean and organized
- Handled many cash transactions
- Managed all facets of inventory and stock in an accurate fashion