

# FirstName LastName (she/they)

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## EDUCATION

**Boston University, Sargent College of Health & Rehabilitation Sciences** | Boston, MA

B.S. in Health Science, Expected May 20XX

GPA: 3.50 | Dean's List, Health Science Club

*Coursework:* Microbiology, Human Infections Disease Systems, Physiology, Organic Chemistry, Global Environmental, Public Health Care Delivery, Qualitative Research Methods

## RESEARCH & CLINICAL EXPERIENCE

**Boston University, Bioscience Lab** | Boston, MA

*Research Assistant* | Jan 20XX – Present

- Investigate binding sites of enzyme uridine monophosphate synthetase; techniques used: actin pulldown, coupled activity, and competition kinetics assays, SDS-PAGE, fluorescence anisotropy, and protein purification.
- Process and analyze data using Excel and LB control software; will present results at symposium for Undergraduate Research Opportunities Program (UROP).

**NY Blood Center Laboratory of Infectious Diseases Prevention** | New York, NY

*Clinical Research Recruiter* | May 20XX – Aug 20XX

- Contacted 300 people by phone to evaluate eligibility for Project Achieve research studies on HIV vaccines and AMP study on HIV prevention.
- Interviewed potential participants for medical history, drug use, and sexual history and behavior to determine eligibility; used iDataFax to track information.

## LEADERSHIP & VOLUNTEER EXPERIENCE

**Helping Hands for the Homeless** | Boston University

*Secretary* | Sep 20XX – Present

- Research, organize, and track volunteer sites in Greater Boston area using Excel and Google Docs for monthly community service projects.
- Meet with e-board of 4 students to select volunteer sites and set agendas for bi-weekly meetings.

**Alpha Gamma Kappa Sorority** | Boston University

*Recruitment Chair, Fundraising Chair* | Sep 20XX – Present

- Plan monthly social events with other organizations to strengthen relations and recruit new members.
- Oversee planning for fundraising events for philanthropies (Avon Breast Cancer Crusade, Court Ordered Special Advocates for Children); raised over \$5,000 to date.

**School of Public Health** | Boston University

*Grants and Finance Assistant* | April 20XX – Present

- Prepare and review grant budgets and application materials for federal and private grant proposals and renewals; complete post-award financial reviews to close out completed grants.

## SKILLS & CERTIFICATIONS

Lab Skills: PCR, basic primer design, bacterial transformation

Certifications: Basic Emergency Medical Technician (EMT) in MA, First Aid & CPR Certified