

Michelle Menard

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Education **Medical University of the Americas**, Devens, MA 05/17-Current
Medical Doctor

University of Central Florida, Orlando, FL 05/10-05/14
Bachelor of Science in Biology

Broward College, Ft. Lauderdale, FL 01/08-12/09
Associate in Arts

Qualifications

- **Computer:** Proficient in Microsoft Word, Excel and PowerPoint
- Extensive skills in writing
- Type 35-40 wpm
- Able to work independently and within a team
- Quick and efficient learner
- Florida Board Certified and Registered Pharmacy Technician

Work **The Hartford**, Lake Mary, FL 4/16- 4/17
Experience *Senior Long Term Disability Analyst*

- Medically and financially manage long term disability claims
- Participate in team building activities
- Provide excellent customer service

Broward Health North, Pompano Beach, FL 7/14- 4/16
Senior Registered Pharmacy Technician (RPhT)/National Certification (CPhT)

- Assist hospital staff pharmacists in the preparation and dispensation of medications to patients undergoing inpatient treatment
- Prepare IV solutions and infusions, including chemotherapy and pediatric doses
- Answer phones promptly and in a professional manner

Target Pharmacy, Casselberry, FL 8/12-5/14
Registered Pharmacy Technician (RPhT)/National Certification (CPhT)

- Input and filled prescriptions
- Assisted pharmacists with daily tasks
- Prepared and processed medical insurance claims

CVS Pharmacy, Longwood, FL 12/10-8/12

Registered Pharmacy Technician (RPhT)/National Certification (CPhT)

- Input and filled prescriptions
- Solved insurance issues for customers
- Assisted pharmacists and tracked inventory

Research

Undergraduate Research Assistant, *Department of Sociology*

University of Central Florida, 07/13-12/13

Co-Author/Researcher on Palliative Care Education in US Medical Schools

- Gathered information from Accreditation Council of Graduate Medical Education's (ACGME) website on whether or not the 141 US medical schools, as listed by AAMC, had a key focus on geriatric palliative medicine/care
- Interpreted and analyzed quantitative and qualitative results
- Co-presented research at Gerontological Society of America 2013 Annual Scientific meeting in New Orleans, LA

**Volunteer
Experience**

Nano Science Center at UCF, Orlando, FL 09/12-12/12

Student Volunteer Researcher

- Assisted in the creation of nanoparticles
- Performed spectroscopy and emission procedures for nanoparticle samples
- Collected and interpreted data for PhD candidate's experiment

Student Research Academy, Orlando, FL 06/12

SRA Scholar

- Attended research workshop
- Worked directly with faculty and student mentors
- Prepared a literature review about a research topic

Volunteer at MD Anderson Cancer Center, Orlando, FL 01/12-05/13

Chemo Volunteer

- Assisted nurses with daily activities
- Assisted front desk employees with paper work
- Passed out weekly gifts from community groups

Volunteer at Florida East Orlando, Orlando, FL 03/11-07/11

Endoscopy/ER Volunteer

- Checked patients in at ER
- Complied lab kits for nurses in ER
- Filed and labeled paperwork for patients in Endoscopy department

Activities & Awards **Peer Mentor:** Silver Tier Mentor with UCF Stem Peer Mentoring Program;
Phi Theta Kappa and International Honor Society Mentor
John L. Mica Public Service Scholarship Recipient