

Clariza Mayo

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[LinkedIn](#) | [Github](#)

PROFILE Ambitious data science fellow committed to academic excellence. Prepared to implement diverse skill sets, technical proficiencies and new perspectives to leadership personnel. Adaptable and driven with strong work ethic and ability to thrive in team-based or individually motivated settings.

SKILLS Python • Flask • SQL • Data management • Critical thinking • Time and Priority Management • Conflict Resolution

PROJECTS [CO2 Emissions Analysis](#) | [Covid Relief Research Proposal](#)

EXPERIENCE

The Knowledge House

09/2020-Present

Data Science Fellow

- Completed over 350 hours of technical instruction in Python in preparation for internships & apprenticeships.
- Scraped data and created a script that stored that data to a sqlite3 database. The database was used in a flask application that was deployed to Heroku and allowed the data to be accessed via the web page and REST Application Programming Interface (API).

Jackson Heights Vision Center

Medical Billing Specialist

05/2019 – 12/2020

- Evaluated accuracy of provider charges, including dates of service, procedures, level of care and diagnoses, reducing errors by 50% within 6 months.
- Precisely completed appropriate paperwork and system entry regarding claims and collaborated closely with other departments to resolve claims issues.

Front Desk and Office Assistant

03/2014 – 05/2019

- Confirmed transactional data by verifying name and payment information and clearly communicating costs and fees to patients. Enhanced patient satisfaction by answering inquiries about business operations and policies, resolving concerns and developing creative solutions.
- Trained all new sales employees on effective sales, service and operational strategies to maximize team performance.
- Retained product, service and company policy knowledge to serve as resource for both coworkers and customers.

CUNY Service Corp at GallopNYC | Intern

- Supported therapeutic riding (TR) programs for children and adults with disabilities.
- Assisted the instructor during TR sessions by ensuring horses are tacked and ready for use, and all necessary equipment is available to allow lessons to proceed in a timely fashion.

SOCIAL INVOLVEMENT

- Moderated at the 61st Annual Undergraduate Research Symposium of the New York Section of the American Chemical Society.
- Assisted in cloth and food drives organized by Phi Theta Kappa.
- Collected over 1000 dollars and held the Domestic Violence awareness/Self-Defense seminar for ASAP Student Leadership Program.

EDUCATION

Queens College, City University of New York
B.A Sociology

ACTIVITIES AND HONORS

President of: Chemistry Club, ASAP, CUNY Service Corps.
Member of: Phi Theta Kappa Honor Society, Biology Club, STEM Research Club.