

# Kauri Nanda

## SKILLS

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- Extremely organized and detail oriented.
- Able to perform and learn in fast-paced and changing environments.
- Can work independently or with a group.
- Proficient in Microsoft Office (Excel, Word, PowerPoint, Access) and SPSS.
- Excellent interpersonal skills.
- Able to multi-task and work productively under pressure.

## EMPLOYMENT HISTORY

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### ***Service Coordinator - Early Childhood Development***

*October 2016 - Present*

*Developmental Pathways: Laura Miller, Englewood, CO*

- Attend developmental evaluations in-home and at preschools
- Obtain consent, discuss HIPAA, rights
- Manage caseload, document notes
- Maintain confidentiality
- Create service plans (IFSPs)

### ***Research Assistant - Public Health***

*April 2014 - May 2015*

*University of Colorado School of Public Health: Charlene Barrientos Ortiz, Aurora, CO*

- Conduct surveys in person
- Obtain verbal consent
- Pay out incentives
- Maintain concise records of money, receipts, surveys, technical equipment

### ***Research Assistant - Health & Behavioral Sciences***

*February 2014 - May 2015*

*University of Colorado at Denver: Dr. Sharon Devine PhD, Denver, CO*

- Enter and analyze data from surveys into SPSS
- Write summary reports based on survey data using Microsoft Word

### ***Research Assistant - Neurovirology (Varicella zoster virus)***

*August 2013 - April 2015*

*Anschutz Medical Campus: Dr. Maria Nagel MD, Aurora, CO*

- Perform tissue cultures
- Obtain tissue samples from autopsies
- Conduct DNA and RNA extractions
- Perform both RT-PCRs and qPCRs
- Analyze data by utilizing Excel
- Prepare PowerPoint documents

### ***Neurology Intern***

*May 2011 - Aug 2011*

*Lowry Neurology: Dr. Hakumat R. Kakkar MD, Denver, CO*

- Assist doctor with patients and room care
- Direct patients to their respected room
- Clean room and prepare it for next patient
- Aid doctor with procedures (EMG, lumbar puncture, Botox injection)
- Assist front desk
- Send faxes
- Pull patient files, organize file room

## EDUCATION

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**University of Colorado Denver, Denver CO**

*May 2014*

Bachelor of Science in Psychology

**Member of Golden Key National Honor Society**

*Spring 2011-present*

## CERTIFICATION

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**Phlebotomy Training Specialists, Denver CO**

*May 2015 - present*

Phlebotomy Technician, Certification #104382

**American Health Association, Englewood, CO**

*December 2016 - present*

First Aid and CPR, Certification #17550346885