

Rebecca Nam

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17717 Preston Rd Dallas, TX 75252

EDUCATION

The University of Texas at Dallas, Richardson, TX December 2023

Bachelor of Science, Computer Science

GPA 3.814

The University of Texas at Austin, Austin, TX August 2020

Bachelor of Science, Kinesiology and Health

EXPERIENCE

Internal Revenue Service, Austin, TX March 2021 - August 2021

Data Transcriber

- Translated 200+ paper tax returns daily into computer accessible language using the ISRP program
- Applied the IDRS program to process small business loan requests for over 20+ businesses a day
- Communicated in technical writing and maintained confidentiality in a highly information sensitive workplace

Champion Performance Physical Therapy, Austin, TX May 2020 - August 2020

Physical Therapy Technician

- Aided doctors in assessing patients and filling out patient charts.
- Guided exercise and warm up routines for patients while also preparing doctors for following patients.

Kung Fu Tea, Austin, TX December 2018 - May 2021

Manager

- Managed duties of 10+ coworkers and ensured proper count and order of all inventory in store
- Communicated with coworkers and superiors to facilitate a productive work environment
- Conducted training for 10+ new hires and oversaw all daytime shifts

Community College Survey of Student Engagement, Austin, TX January 2018 - May 2018

Student Technician

- Prepared outgoing surveys for 263 colleges around the nation in an information sensitive workplace
- Compiled data from incoming surveys to be further used for analysis on community college engagement
- Corresponded with supervisors verbally and in written reports on data analysis

LEADERSHIP & COMMUNITY INVOLVEMENT

Crossroads Ministry, Austin, TX August 2016 - March 2019

Worship Team Leader

- Led biweekly worship services for a campus and student ministry organization
- Text

Longhorn Powerlifting Team, Austin, TX August 2017 - May 2020

Competitor

- Competed on the University of Texas Powerlifting team and mentored team members under coach supervision

SKILLS

Technical /Computer Skills: proficient C++, proficient Java, Basic RStudio, Basic HTML, basic React

Languages: Fluent in English and Korean

Certifications: Certified CPR (Level C), Basic Life Support