Volunteer Volunteer - Free Medical Clinic Robins, IA Work Experience Volunteer Free Medical Clinic - Iowa City, IA August 2016 to Present * Maintain and update customer's information * Check patients into their appointments * Assist with physicians and pharmacists IT Cyber Security Analyst Intern Rockwell Collins - Cedar Rapids, IA May 2017 to May 2017 * Updated employee information * Used programs such as Active Directory and AWS * Implemented DUO throughout the company Volunteer Mercy Medical Center - Cedar Rapids, IA August 2012 to August 2015 * Patient scheduler. * Communicated with customers * Maintained and update customer's information Customer Service Representative Mercy Medical Center - Cedar Rapids, IA September 2013 to August 2014 * Refilled prescriptions * Organize controlled substances * Communicated with customers Education PharmD University of Iowa College of Pharmacy August 2018 Bachelor of Science in Chemistry University of Iowa May 2018 Skills ACCESS (Less than 1 year), EXCEL (Less than 1 year), JAVA (Less than 1 year), MENTOR (Less than 1 year), MICROSOFT WORD (Less than 1 year) Additional Information Technical Skills * Python, Java * Google Drive * Microsoft Word, Excel, Access, PowerPoint Leadership and Involvement Zeta Tau Alpha (Communications and Advisors Board), UOI August 2013 - 2015 * Attended National Convention * Participated in Breast Cancer Awareness * Serve on Social Media Engagement committee * Mentor to new Member of National Society Of High School Scholars 2012 - 2013 Member of Xavier member High School Varsity Soccer team 2010 - 2013

Name: Kyle Gutierrez

Email: clarkbrittany@example.org

Phone: 211.359.2871