

ABISAI LUJAN

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LINKS

[Github](#), [Linkedin](#)

PROFILE

Enthusiastic undergraduate student at the University of North Carolina at Chapel Hill pursuing a B.S. in Statistics and B.S. in Information Science. Seeking to further my intermediate knowledge of data analysis tools such as Python and R. Dedicated, hardworking, and committed to becoming a dependable and valuable team member.

EMPLOYMENT HISTORY

- ❖ **Scheduling Coordinator, Key Dental Management Solutions, Inc.** Feb 2022 — Apr 2023
Chapel Hill
 - Organized and managed multiple calendars, prioritizing and responding to emails and scheduling appointments.
 - Processed insurance claims and maintained patient billing records with accuracy and efficiency
 - Translated medical documents, forms, and procedures from English to Spanish and vice versa
- ❖ **Vaccination Community Outreach Member, El Centro Hispano** Jun 2021 — Aug 2021
Carrboro
 - Conducted community outreach to identify and connect individuals and families to resources and services that provided the necessary support during the COVID-19 pandemic.
 - Developed and maintained a comprehensive database of clients and contacts to facilitate community outreach and engagement
- ❖ **Executive Board Member, Salud Sin Fronteras** Mar 2023 — Present
 - Improve the health and well being of Latinos and their families through health education, outreach and resource connections.
 - Presented project updates to executive team to ensure alignment and keep stakeholders informed
 - Utilized data visualization tools to create interactive graphical representations of financial data

EDUCATION

- ❖ **University of North Carolina at Chapel Hill** Aug 2018 — Present
Chapel Hill
B.S. Statistics, B.S. Information Science
B.A. Computer Science and Data Science Minor

SKILLS

Python *Experienced* JavaScript *Beginner*
R *Skillful* JupyterNotebook *Expert*

LANGUAGES

Spanish *Native speaker*