

OBJECTIVE

I am a student at IUPUI (Indiana University Purdue University Indianapolis) working towards my Bachelors of Science (in MAS Web Design & Development). In both my academic and professional life, I have been consistently praised as hard-working by my professors and peers while excelling in a multitude of roles. Whether working on academic, extracurricular, or job responsibilities. I apply proven teamwork, multitasking and communication skills, which I hope to present in this position!



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GitHub/Portfolio Site
<https://github.com/aggutie>
<https://aggutie.github.io/Web-Development-Portfolio/>

EXPERIENCE

03/2022 – Current Position

Allied Security Officer • Allied Universal • Indianapolis, IN

- Audit and record all documentation to Microsoft Office applications (Word and Excel).

12/2020 – 03/2021

Phlebotomist • Collection Sites LLC. • Greenwood, IN

- Facilitated Covid testing by nasal swab or finger pricking for appointments or walk-ins
- Entered patients' insurance information into a computer-based system for proper lab delivery and verification

08/2020 – 12/2020

Intern • IU (Indiana University) Studios • Indianapolis, IN

- Collaborated with studio team to train in various areas of the studio such as Photography, User Experience, and Marketing
- Training tracking/interpreting social media analytics

05/2019 – 11/2020

Ambassador/Call Center • IU North Hospital • Carmel, IN

- Managed calls from patients ordering food by viewing their dietary restrictions in Cerner to ensure their orders aligned with their diet restrictions.

EDUCATION

08/2019 – Currently attending

IUPUI • Indianapolis IN

- Bachelors of Science in Media Arts & Science with a specialization in Web Design & Development.

08/2016 – 06/2019

Ben Davis University High School

- Associates of Science in Health Science (through Vincennes University).