

EDUCATION: **Hunter College:** Manhattan, NY Expected June 2021
Computer Science In major GPA: 3.26
Mathematics In major GPA: 3.35
Minors: Dance Cumulative GPA: 3.48
Related coursework: Python, C++, Discrete Mathematics, Calculus I and II.

HONORS:

- Mother's Day Scholarship Fall 2018 - Present
- NYC Council Merit Scholar Fall 2017 - Present
- Presidential Award (GOLD) June 2017
- NYC Scholar Academic Fall 2017 – Present
- Dean's list Fall 2018

EXPERIENCE:

YING EASTERN ACUPUNCTURE August– October 2018
Front-desk receptionist (Manhattan, NY)

- Compile and record medical charts, reports, and correspondence.
- Interview patients to complete insurance and privacy forms.
- Receive insurance co-pay payments and post amounts paid to patient accounts.
- Schedule and confirm patient appointments, check-ups and physician referrals.
- Answer telephones and direct calls to appropriate staff.

IPG MEDIABRAND June - August 2017
Intern, (Manhattan, NY)

- Pitched a business proposal by working with peers.
- Created a Power-Point presentation suitable for big companies
- Filmed and edited a video to show the importance of higher education
- Wrote professional emails and got exposure to how to behave in a professional work environment

ACTIVITIES:

- **Newtown Hiking and Leadership Club** (Alumni) September 2013 - Present
(Newtown High School)
- **Women in Computer Science** (Hunter College) September 2018 - Present
- **Futures and Options** (Alumni) February 2015 - Present
- **Anime Club** (Hunter College) (Member) October 2017 - Present
- **Geography Club** (Hunter College) (Member) February 2018 - Present

SKILLS:

Organization, Microsoft Word, Excel, PowerPoint, internet research, event planning, multilingual (Bengali, Hindi, Urdu), teamwork, public speaking.

INTEREST:

Artificial Intelligence, mathematics, neurology, tennis, travelling, earth science, hiking, mountain climbing, ballet, dancing, badminton, swimming, crafting, learning new languages.

REFERENCES: Available upon request