

ANA CARDENAS

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• San Antonio, Texas 78250 • (210) 218-6144

EDUCATION

The University of Texas at Austin	Biology	May 2020
University of Texas at Tyler	Coordinated Admission Program (CAP)	2016-2017

Work EXPERIENCE

Vista Eye Associates- Referral Coordinator; San Antonio, Texas	June 2017 – August 2017
<i>Vista Eyes Associates is a private practice for two ophthalmologists</i>	June 2018- August 2018
• Tasked with calling patients to set up appointments	December 2018- January 2019
• Strong customer service skills	
• Displayed strong organizational skills when tasked with filing patient charts	
• Collaborated with fellow team members on project execution	
Dennis Uniform- Sales Representative; San Antonio, Texas	June 2016- August 2016
Dennis Uniform is a store that provides uniforms to local private schools.	
• Provided help to customers as they came in.	
• Folded the clothing in the store.	
• Kept store clean and organized.	
• Cashier when needed.	
Mission Road- SOAR Assistant; San Antonio, Texas	June 2015- August 2015
Mission Road is a housing and education facility for people and children with mental disabilities.	
• Worked with kids from the age of 4-18.	
• Helped with Arts & Crafts.	
• Helped with Education.	
• Helped with Physical Activity.	
• Helped with Community Service.	
Medical Assistant-ProloAustin; Austin, Texas	February 2019-Present

ACADEMIC PROJECTS

Freshman Research Initiative – University of Texas at Austin	Spring 2018
• Gained insight on the function of DHX35 gene by studying the proteins it interacts with	Fall 2018

LEADERSHIP EXPERIENCE AND ACTIVITIES

Pre-Physician Assistant Society - Member	Spring 2018 - Present
• Professional society at the University of Texas at Austin for students pursuing the career of a physician assistant	
• Volunteered with fellow peers at the Micah 6 food shelter	
• Learned valuable skills and professionalism	
Texas Bluebonnets - Member	Fall 2017 - Present

- All female honor and spirit group at the University of Texas at Austin
- Engaged in various volunteering activities such as raising money and awareness for the Boys and Girls Club of Austin • Showcased school spirit by attending UT Austin athletic events

Campus Activities Board (CAB) – Secretary

Fall 2016 – Spring 2017

- Compiled weekly meeting minutes
- Recorded member attendance at meetings
- Collaborated with fellow CAB colleges with event preparation and teardown

HONORS

- President's Honor Roll (2 semesters)

Fall 2016 – Spring 2017

ADDITIONAL INFORMATION

Computer Skills: MS Word, Excel, PowerPoint

Certifications: Pre-Health Profession Certificate for science majors (in progress)

Interests: Animals, Medicine, San Antonio Spurs, Traveling

Work Eligibility: Eligible to work in the U.S. with no restrictions