

Autumn Legere

autumnlegere@gmail.com

(702) 971-6575

Education:

Bachelor of Science in Psychology from Brigham Young University – Idaho

Certificate of Completion from University of Arizona Full Stack Coding Bootcamp

Skills and Abilities:

- Bilingual (English and Spanish)
- Compassionate
- Great Communication Skills
- Professional
- Strong Work Ethic

Work Experience:

Treatment Coordinator and Insurance Specialist (2018-2020) - Hansen Orthodontics

- Scheduled, met with, and followed up with patients interested in braces.
- Assisted with reception and other duties as needed.
- Billed insurance pre-authorizations for Medicaid.

Substitute Teacher and Temporary Tutor (2017-2018) –Ruthe Deskin Elementary School (CCSD)

- Pulled small groups of students from various grade levels and gave them specialized help with literary skills (i.e. the alphabet, reading comprehension, etc.)
- Substitute taught for absent teachers of all grade levels
- Helped maintain student's daily schedules and learning in the absence of their teacher

Student Secretary (2016-2017) - Housing and Student Living Office of Brigham Young University-Idaho

- Answered phone calls, emails, and in-person questions concerning housing at BYU-Idaho.
- Worked to improve the student experience at BYU-Idaho.
- Scheduled appointments for full time employees with students, housing managers, etc.

Volunteer Experience:

Full-Time Missionary in Uruguay (2014-2015)

The Church of Jesus Christ of Latter-day Saints

- Prepared several lessons every day to help teach others about Jesus Christ.
- Performed service to those in need such as teaching free English lessons, choir, and helping put together spiritual meetings.