

ANDREW CALLAN

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EDUCATION

The University of Texas at Austin	Bachelor of Science and Arts in Biology, Major Minor: Business Foundations Certificate: Pre-Health Professions Overall GPA: 3.3	May 2020
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WORK EXPERIENCE

Sanger Learning Center – <i>Student Associate</i> ; Austin, TX	August 2017- Present
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- Answer phone calls for the center
- Performed office tasks for all professionals working
- Checked students in to the Drop-In Tutoring Center
- Scheduled tutoring appointments using online scheduler

Jester Mail Center - <i>Desk Assistant</i> ; Austin, TX	August 2016 – May 2017
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- Organize all letter mail and packages for Jester residents
- Comfortable working with computers, printers, copiers, fax machines, and work phone.
- Work front desk to check packages out to residents
- Inform residents how the UT mail system works

Lowe's Market - <i>Cashier</i> ; Lago Vista, TX	June 2016 - August 2016
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- Greeted customers enter the store
- Performed grocery transactions for customers
- Was held accountable to keep an exact till
- Responded to customers with complaints and problem solved
- Deescalated high tension situations with customers
- Regularly cleaned work space, drink coolers, ice machines, and shelves
- Stocked shelves, drink coolers, and ice machines
- Trained new staff members to be cashiers
- Bagged groceries and helped customers out to cars

LEADERSHIP EXPERIENCE AND ACTIVITIES

Camp Texas – <i>Counselor</i>	Fall 2016 - Present
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- Trained to work well with and mentor other university students
- Developed real life problem solving skills
- Taught how to create a comfortable environment for campers
- Trained in responding to emergency health situation
- Practiced working with others different than me

University of Texas at Austin Lion's Club – <i>Member</i>	Fall 2016 - Present
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- Performed spot vision screenings for the homeless
- Ushered football fans to their seats and around DKR at Texas football games
- Attend general meetings and participate in team bonding exercises

American Medical Student Association – <i>Member</i>	Fall 2017 - Present
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- Attend general meetings
- Obtain important information about application process and tips on applying to medical schools
- Gain a community of other like-minded students
- Watch interviews with current medical students about schooling and career options

ADDITIONAL INFORMATION

Computer Skills: Microsoft Word, Excel, PowerPoint, R Studio (1 year)

Interests: Flute, Saxophone, and Trumpet

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