

University of Utah

August 2017 to April 2018

**Data Analyst**

Salt Lake City, UT

- Coordinated strategic flow of business intelligence data to several users.
- Maintained library of templates and reusable knowledge assets to facilitate BI activities.
- Collected, tracked and organized data to evaluate current business and market trends.
- Prepared data examples, runs and views for client meetings.
- Checked figures, postings and documents for correct entry, mathematical accuracy and proper coding.

BioLife Plasma Services

May 2018 to October 2018

**Phlebotomist**

Riverton, UT

- Treated blood-related chronic disorders by performing therapeutic phlebotomy.
- Verified quality of specimens by centrifuging specimens for logistics courier to pickup.
- Obtained variety of blood samples through venipuncture or capillary puncture using syringes, butterfly needles, and straight needles.
- Prepared patients for examination by properly draping patients, obtaining vital signs, verifying referrals and taking detailed health history.
- Prepared blood-collecting equipment to draw blood and safely store and transport samples.
- Coordinated workflow based on stat, schedule, or outpatient needs.
- Labeled blood vials with critical information like time of collection, date, and patient name.
- Counseled patients to ease fears, explain procedures and enhance cooperation during blood draws.
- Enforced infection control and sharps disposal procedures to protect patients, co-workers, and self.
- Obtained blood samples for medical testing and transfusion through venipuncture or capillary puncture.

University Pharmacy

January 2019 to Current

**Driver**

Salt Lake City, UT

- Utilized on-board computer to optimize routes and continuously meet estimated delivery times.
- Demonstrated professional conduct with clients and families to deliver outstanding customer service.
- Interacted with customers pleasantly to meet needs and drive satisfaction.
- Worked with insurance companies to process claims, resolve problems and obtain payments.
- Received and verified incoming drug inventories and reported discrepancies to lead pharmacist.

**Education and Training**

**Timpanogos High School (3.9 GPA)**

2016

**High School Diploma**

Orem, UT