

NICOLE PALIN

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PROFILE

Master of Health Education graduate student with a focus in research both qualitative and quantitative.

Strong communication, organizational, and interpersonal skills. Very detail oriented and able to adapt to different professional atmospheres. Highly proficient in both written and computer-based data collection, communication, documentation, and presentation to those both directly and indirectly involved in community health education and social sciences. Understanding of the importance of time management and able to multitask efficiently.

EDUCATION

East Stroudsburg University of Pennsylvania

December 2015

Bachelors of Science in Public Health/Health Service Administration

RELATED COURSE WORK

- Computer Application in Health Education
- Health Policy and Administration
- Introduction to Research
- Health Ethics, Policy, and Law
- Public Health Measurement Science
- Immunology and Immunization
- Epidemiology

PROFESSIONAL EXPERIENCE

TEMPLE UNIVERSITY CENTER FOR ASIAN HEALTH

May 2015 – September 2015

Intern

- Managed the Asian Restaurant - Low Sodium African American Clergy Training
- Developed marketing promotions for the Asian Restaurant - Low Sodium Chinese Take-Out Initiative
- Performed research on various health topics and writing literature reviews
- Assisted with writing articles for the Improving Diets with an Ecological Approach for Lifestyle in Asian Americans (IDEAL) program
- Collected and performed data analysis from "taste tastings" throughout various neighborhoods in Philadelphia for the Low Sodium Chinese Take-Out Restaurant Initiative

DEFENDER'S ASSOCIATION OF PHILADELPHIA | PHILADELPHIA PA

January 2008 – March 2012

Switchboard Operator

- Responsible for working a switchboard, answering and directing all incoming calls by providing basic information to callers
- Maintained system information and profiles of defenders
- Appointment scheduling
- Performed other duties as assigned

CHILDRENS SURGICAL ASSOCIATES | PHILADELPHIA, PA

March 2005 - September 2006

Outpatient Coordinator

- Counseling patients regarding prepping expectations, and follow-up care
- Patient scheduling and assistance to surgeons
- Ensured all patients were scheduled in a timely manner
- Coordinated with other physician's/services and helping admissions desk as needed

THOMAS JEFFERSON UNIVERSITY HOSPITAL & ROTHMAN INSTITUTE ORTHOPEDICS |

PHILADELPHIA, PA

April 2002 - March 2005

Department Operator & Patient Registrar

- Maintained all medical records and financial statements for patients
- Scheduled activities for all patients as per required regulations
- Coordinated with internal and external sources for appointments