

Sandy You

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EDUCATION

University of Illinois at Urbana-Champaign, Champaign, IL

Aug 2017 – May 2020

Bachelor of Science in Psychology, concentration in Industrial Organizations

Minor in Leadership Studies

Leadership: Kappa Phi Lambda Sorority (Cultural Organization)
President (2019-20), Program Educator (2020), Head Recruitment Chair (2019), Cultural & Service Chair (2017-2018)

Strategized and designed 2-week recruitment campaign; Collaborated with University of Michigan, University of Illinois at Chicago, and other on-campus organizations; Successfully led chapter through end of probation, disseminated Asian American issues in the university community.

Involvement: Asian American Association, *Member* (2018)
Daily Illini, *Member* (2018)

Capstone: *Sex Trafficking Prevention & Awareness*: Capstone project under supervision of Vivechkanand Chunoo, Professor of Leadership Education. Produced 24-page final toolkit for the Women's Resource Center to raise awareness for prevention of local sex trafficking using an educational workshop, Grade: A.

PROFESSIONAL EXPERIENCE

Estar Firm, Inc., Sunnyvale, CA

Insurance Legal Assistant

Jan 2021 – Present

- Manages the calendaring of the firm and schedules depositions, conferences, and hearings while serving as liaison between attorneys, clients, and 20+ Insurance carriers.
- Assists in the handling of cases from settlement to closing by communicating with opposing counsel, filing standardized forms, and using an internal case management system.

Legal Intern

May 2019 – Aug 2019

- Consolidated the financial and statistical information of the firm's 20+ Insurance carriers into a home page according to established procedures and increasing efficiency of the firm.
- Performed administrative duties, including answering phone calls, scheduling appointments and conferences, greeting clients, conducting E-Service, and assisting with depositions.

Prof. Guntzviller's Undergraduate Research Team, Champaign, IL

Researcher

June 2020 – Aug 2020

- Unitized weekly transcripts for advice giving and receiving to be used for research.
- Analyzed observed conversations from past students to deliver a final paper on giving advice.

NAYA Bar & Eatery, Champaign, IL

Hostess, Graphic Designer

Nov 2018 – Apr 2019

- Established the campus presence of a new Asian-Italian fusion restaurant by using various marketing channels to connect with students and locals during soft opening.
- Provided 20+ design iterations from redesigning the menu to hand-drawing menu items as wall art to developing social media assets with new menu items look books and logo.

COMMUNITY SERVICE & PROJECTS

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蝴蝶園 Butterfly Foods, Saratoga, CA

CoFounder, Volunteer

Jan 2021 – Present

- Identified a market for traditional Chinese dietary therapy and donated \$300+ earnings to humanitarian organization Direct Relief for global COVID-19 assistance.

iSEE, Champaign, IL

Sustainability, Energy, and Environment Volunteer

Feb 2018 – Feb 2020

- Created awareness of environmental energy issues by advertising and participating in every Illini Lights Out (ILO), a biweekly volunteering event demonstrating the immense energy saving impact of simply turning off lights in buildings all over campus.
- Created a more sustainable, environmentally friendly campus: 153,091 lights turned off, 190.8 tons of carbon dioxide equivalent saved, \$27,258 saved in energy bills by Spring 2020.

Canopy Club Project, Champaign, IL

Marketing Project Member

Feb 2019 – May 2019

- Researched Champaign County demographics with a 4-member team to identify market opportunities for a 15-page analysis report on Canopy Club, a popular venue on campus.
- Benchmarked Canopy against 15+ competitors, shaping Canopy's product strategy to build a pitch deck for mock investors including market segmentation, budget, and a call-to-action.

I/O Psychology Research, Champaign, IL

Researcher

Oct 2018 – Dec 2018

- Compiled 50+ participant data from Qualtrics surveys, built from R code, to compose a final, generalized HR Systems Proposal for law firms to be used for campus resources, Grade: A.

Junior Varsity Mock Trial, Saratoga, CA

Member, Witness Role

Sept 2013 – Feb 2014

- Participated in weekly meetings to practice and strategize the prosecution and defense for the murder case People v. Concha of the 2013-2014 high school competition season.

SKILLS & INTERESTS

Languages: Mandarin Chinese (fluent verbal, proficient written).

Technical: Formal Research Methodologies. **Soft:** Possess strong communication, empathetic, strategic planning, and leadership skills. **Athletics:** Competitive Water Polo and Swimming.

Studio Art/Graphic Design: Variety of different medias including charcoal, printmaking, and graphite; Design logos, graphics, and advertising material. Participated in local art competitions and galleries.

Interests: Photography; Hiking; Weight Lifting; Journaling; Reading Thriller Novels.