

# SALMA AKTER

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## EDUCATION

CITY COLLEGE, CITY UNIVERSITY OF NEW YORK  
B.S. | Psychology | 3.1

Expected Graduation: May 2022

## EXPERIENCE

SUMMER HEALTH PROFESSIONS EDUCATION PROGRAM, New York, NY

June 2020 – July 2020

### Nursing Intern

- Made clinical judgments for test procedures, implemented patient's care plans, and educated patients virtually under the close supervision of a registered nurse
- Developed strong clinical reasoning and decision-making skills for administering medicine and treating multiple pathologies using 10 body interactive case simulation sessions with an ER doctor
- Awarded as most hardworking in Anatomy and Physiology
- Studied health policy in medicine for both minority and underserved communities

WALGREENS, New York, NY

October 2018 – March 2020

### Customer Service / Sales Associate

- Cultivated customer loyalty and consistent sales by delivering friendly service
- Resolved customers inquiries about product dissatisfaction regarding in-store and online orders
- Improved store sales in pharmacy, health, and nutrition department by the showcasing the sales floor

DOCTOR ZABER KHAN OFFICE, Brooklyn, NY

October 2017 – January 2018

### Medical Record Organizer

- Organized medical history and current health information categorically and chronologically to ensure accuracy
- Fielded phone calls to clarify any questions or concerns from patients
- Interpreted and translated in Bengali for non-English speaking patients
- Maintained accurate and up-to-date patient schedules and logs

WORLD SCIENCE FESTIVAL, Brooklyn, NY

December 2015 – June 2018

### Volunteer

- Trained to assist a team of marine biologists in their research at Sarah Lawrence Center
- Educated 100 adults and children about the environmental effects on various species found in Brooklyn Bridge Park
- Presented research papers on the *Analysis of the Relationship between Eating Attitudes and Body Shape in Female Students* at STEM Symposium to bring awareness to the younger generation of students.

## LEADERSHIP AND HONORS

- **Fellow, America Needs You** (2019 – Present): Selected as one of 250 first-generation college students in New York City to serve in a 2-year career development and leadership training program
- **Student, Search for Education, Elevation, and Knowledge (SEEK)** (2018 – Present): A 4-year program that offers students with counseling services, financial assistance, and academic support services
- **NYC Council Merit Scholar and NYS Scholar Academic** (2018 – Present)
- **STEM Research** (2016 – 2018): First place for three consecutive years
- **Associated Member of Muslim Ummah of North America** (2015 – Present)

## ADDITIONAL

- **Computer Skills:** Microsoft Office (Word, Excel, PowerPoint)
- **Languages:** Bangla (native), Arabic (beginner)
- **Personal Interests:** Playing volleyball, cycling, exploring New York City
- **Volunteer Activities:** Queens College Bangladeshi Club, Forest Hills Park, Charity Week for Orphans and Needy Children