

JEFFREY CAI

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EDUCATION

The University of Texas at Austin

Bachelor of Science & Arts, Biology (2020)

Bachelor of Liberal Arts, Human Dimensions of Organizations (2020)

Certificate in Pre-Health Professions

EXPERIENCE

Walgreens Pharmacy: (August 2016 – Present)

Certified Pharmacy Technician; Austin, TX

- Assisted the pharmacist with daily tasks to maintain pharmacy functions.
- Worked with insurance companies and physicians to efficiently process prescription requests

Fresh Prints: (June 2018 – August 2019)

Campus Manager; Austin, Tx / New York

- Worked with different organizations to provide assistance with ordering various merchandise
- Helped create, design, and order merchandise for organizations

Moonshine Sweet Tea: (November 2018 – Present)

Brand Ambassador; Austin, Tx

- Represent and advertise the brand through various demonstrations.

SAT/ACT/Calculus/Pre-Calculus Private Tutoring Services: (August 2015- March 2017)

Private Tutor; Westlake Hills, Tx

- Assisted students with various math subjects to improve overall mathematical understanding
- Provided hands on tutoring to assist with various types of math questions

ACTIVITIES

Pi Kappa Phi Fraternity: (September 2017 – Present)

President (December 2018 – Present)

- Oversee all operations regarding the fraternity
- Work with different members of the executive council to facilitate various tasks and operations in the fraternity

Recruitment Chair (December 2017 – December 2018)

- Worked with the Vice President (Head of Recruitment) to recruit new potential members to the fraternity
- Organized different recruitment events throughout the semester and summer for potential new members to attend

Social Chair (December 2017 – December 2018)

- Worked with different sororities, fraternities and organizations to plan various social events

Interfraternity Council (IFC): (September 2017- Present)

Director of Recruitment (April 2019 – August 2019)

- Facilitate Recruitment efforts throughout summer orientation sessions

Caring for Camo: (November 2017 – Present)

Non-Profit Outreach Director (February 2018 – June 2019)

- Worked with various organizations throughout the Austin and university community to outreach our cause

Chinese Student Association: (January 2017- December 2018)

Sports Director

- Facilitate various intermural teams for the organization
- Promote participation in different activities in the organization.

UTeach Outreach (Introduction to Science Outreach in Elementary Schools): (August 2017 – December 2017)

Student Teacher

- Taught science lessons once a week at various elementary schools in the Austin area

Certifications

- Certified Pharmacy Technician (CPhT)
- Food Handlers Certification
- TABC Certification