**EDUCATION**

**Pomona College – Claremont, CA**

Bachelor of Arts in Molecular Biology May 2019

**RELEVANT EXPERIENCE**

**Modi Safe Set/Baseline Theatrical,** *Covid Safety Manager,* New York City, NY Aug 2021 – Sept 2022

* Managed excel data collection on 400+ employees of the Hamilton Broadway Company for purposes of COVID-19 safety, contact tracing, and maintaining CDC guidelines on set.
* Conduct daily temperature checks, check-ins, and symptom screenings in addition to enforcing Union COVID-19 policy compliance and maintaining a clean & safe environment
* Coordinate testing & on-boarding for new hires & 3rd party vendors internally and with external testing locations

**University of California, San Francisco Dental Center,** *Dental Research Assistant*, San Francisco, CA Sep 2019 – Jan 2021

* Assisted in optimization of Axium, electronic health record system, and validation of innovative Dental Quality Metrics to further enhance patient to provider workflow in a clinical setting
* Updated daily patient schedules before start of day, maintained clean, sterile & positive environments optimizing patient comfort, and safety, examined & updated 75 different parameters per patient exam within the axiUm system
* Managed Postbaccalaureate students’ Quality Improvement Projects, served as a liaison between students & faculty

**Pomona College Housing & Residential Life,** *Resident Advisor,* Claremont, CA Aug 2016 – May 2019

* Developed and maintained an amicable residential community while supporting 50 to 80 students’ physical safety, mental well-being, and academic success
* Engaged various departments to strategically plan faculty and staff events to enhance cross-community building
* Employed conflict resolution trainings for college policy enforcement while conducting on-call shifts as a first responder

**Pomona College Dept. of Biology & Quantitative Skills Center,** *Class Mentor,* Claremont, CA Aug 2016 – May 2019

* Attended 3 lectures for the Intro Genetics course per week and hosted at least two 2-hour mentor sessions per week
* Provided academic support for low-income, first generation, and/or minority students in group settings as well as in one-on-one sessions to promote integral studying techniques for STEM subjects
* Increased students’ depth of understanding Genetics and promoted reasoning and critical thinking skills

**Children’s Hospital Oakland Research Institute (CHORI),** *Summer Research Student*, Oakland, CA June 2018 – Aug 2018

*(Validating Caries Indices from An Electronic Health Record)*

* Conducted clinical research in Dental Quality Metrics under the mentorship of Dr. Joel White, DDS MS, at the UCSF School of Dentistry, Dept. of Preventative & Restorative Dental Sciences
* Developed skills in patient care, dental charting in Axium Electronic Health Records System, preparing operatories, proper PPE, anticipating the needs of Dentists in chair-side assisting
* Acquired research skills in statistical analysis, data collection and integrity, and research methodology

**Just Health 510**, *Administrative/Dental Health Intern*, Oakland, CA May 2018 – June 2018

* Ensued efficient flow of practice operations for about 70 to 80 patients per week between two dentists
* Managed different dental software systems, prepared insurance claims, maintained patient histories and clinical records, settled billing information, aided with medical form translation, updated equipment inventory
* Collaborated with marketing expert on content creation and maintained social media presence

**HONORS AND AWARDS**

**Presenter,** Howard Hughes Medical Institute (2016)

**Poster Presenter,** 35th CHORI Summer Research Symposium (2017)

**Oral Presenter,** 36th CHORI Summer Research Symposium (2018)

**Poster Presenter,** 96th IADR/AADR/CADR General Session (2019)

**SKILLS**

**Computer:** axiUm, Microsoft Office, Excel, & Word; R Studio; Python, Dentrix, Open Dental, iDentalSoft

**Languages**: English (fluent), Gujarati (fluent), Hindi (fluent), Spanish (proficient), Arabic (limited)