



LEANDER OVID

Bachelor of Health Sciences (3rd year)

PERSONAL PROFILE

I am extremely motivated to constantly grow professionally. I am seeking a placement where I can utilize my analytical and critical thinking skills.

SKILLS AND ABILITIES

- Exceptional realm of medical terminology
- Proficiency with electronic medical record systems (EMR)
- Excellent Microsoft Word, Excel, and Powerpoint skills
- Typing speed of over 90 WPM
- Oral and written bilingualism (French and English)
- Excellent time management skills
- Tech-savvy (Proficient in numerous technical programs)
- Able to work effectively within a team

ACCOMPLISHMENTS AND AWARDS

- Life Sciences Ontario Scholarship and Mentorship Recipient (2019)
- IMPACT Project Certificate of Excellence (2017)
- McMaster Bursary Scholarship Award (2017, 2018)
- McMaster Level 1 Honours Entrance Scholarship Award (2017)
- Ontario Scholar Award (2017)
- Bilingual French Certificate (2017)
- Bishop's Altar Service Award (2016)
- High school Honours exceeding 90% overall average (2014 - 2017)

EDUCATION

Enrolled in Bachelor of Health Sciences; Honours Biomedical Discovery and Commercialization (3rd year student)

HOBBIES AND INTERESTS

I enjoy playing basketball, tennis, running, going to the gym, and trying new things.

CONTACT DETAILS

Email: ovidl@mcmaster.ca
Phone: 647-444-1163

WORK EXPERIENCE

Course Coordinator

Megamind Learning Academy | 2018 - Present

- Teaching children (SK - Gr. 6) mental math using the abacus instrument
- Conducting end of program testing and evaluations
- Assigning and correcting weekly homework
- Communicating with parents about next steps and student progress

General Tutor

Megamind Learning Academy | 2018 - Present

- Tutored students (Gr. 1 - Gr. 12) seeking support in mathematics and sciences

Poll Clerk

Government of Canada | 2018

- Validated VIC cards and photo ID of voters
- Issued ballots and determined final electoral standings

Receptionist

GeoExpress International | 2017

- Filing, photocopying, scanning, and basic record keeping on Microsoft Excel
- Answering/forwarding phone calls and redirecting clients to appropriate sectors of contact

VOLUNTEER EXPERIENCE

Matthews Gate Medical Clinic

- Scheduled, rescheduled, and cancelled appointments using the Oscarplus EMR software
- Administrative duties such as emailing, scanning, and faxing
- Promoted constant client/consultant contact through letters, emails, and telephone calls
- Registered new patients by entering demographics into EMR system
- Managed and organized records of all patient healthcare info
- Verified patient health insurance and validated health cards
- Obtained vitals (blood pressure, urine testing, height, weight, internal body temperatures)

IMPACT Project

- Determined flaws and manipulated functions of experimental designs to award cerebral palsy patient with independence