

MADELYN OLIVERI

moliveri@utexas.edu
Austin, TX 78741 · (540)-272-9349

EDUCATION

The University of Texas at Austin	Bachelor of Science, Human Biology Certificates, Forensic Science & Pre-Health Professions	August 2017 – Present
Mountain Vista Governor's School	<i>Overall GPA: 3.7</i>	August 2015-May 2017
Liberty High School		August 2013 – May 2017

WORK EXPERIENCE

Texas Interdisciplinary Plan – Mentor	Current
<ul style="list-style-type: none">Leading a group of University of Texas freshman students to find their own paths by sharing experiences, resources, and helping to achieve short-term and long-term goals<ul style="list-style-type: none">Skills: Setting up meetings, preparing talks, openness and understanding approach with mentees, knowledge of resources and events	
University of Texas - Teaching Assistant (Biochemistry)	Current
<ul style="list-style-type: none">Assist the professor with grading, filing, paperwork, or any additional tasks. Assist students with concepts, homework, or questions to facilitate active learning<ul style="list-style-type: none">Skills: Learning and listening, time management, professional interactions/communication, responsibility	
Shady Grove – Waitress	July 2018 - Current
<ul style="list-style-type: none">Provide excellent and personable service for customers to enjoy their dining experience<ul style="list-style-type: none">Skills: Strong communication, good memory, multi-tasking, cleaning/meeting health and safety standards, creating positive resolutions to customer inconveniences, basic math and computer skills	
Robin Healthcare – Clinical Coordinator	Sept. 2019 - Jan. 2020
<ul style="list-style-type: none">Utilized advanced audio and visual technology systems to assist physicians in scribing their patients' notes for a more personalized doctor-patient interaction and experience. Clipped and edited live video streams to assist in scribing each patient visit. Scheduled patients' information and appointment times.<ul style="list-style-type: none">Skills: computer technology skills, fast typing, knowledgeable in medical terminology, ability to keep track of multiple patients and updates, accuracy and organization in producing each scribed note	
Walgreens – Store Team Member	May – July 2018
<ul style="list-style-type: none">Customer assistance, stocking shelves, cashier<ul style="list-style-type: none">Skills: Basic technology skills, positive customer interactions/experiences, employee teamwork	
Sheetz Inc. – Store Team Member	May 2017-January 2018
<ul style="list-style-type: none">Cashier, hospitality, food prep, customer assistance, store stocking and cleaning<ul style="list-style-type: none">Skills: Basic computer and cash register skills, practice in customer assistance and satisfaction, teamwork, multi-tasking, responsibility	
Legacy Catering @ Jiffy Lube Live Concert Pavilion – VIP Server	May 2013 - October 2016
<ul style="list-style-type: none">Waited tables/ served guests at designated VIP tables, assisted guests by answering questions and concerns, ran food/drink orders<ul style="list-style-type: none">Skills: Working in a fast pace environment, communication, organization, friendliness/kindness	

LEADERSHIP EXPERIENCE AND ACTIVITIES

Veterans' Affairs Clinic - Low Vision Clinic Volunteer

Current

- Assist veterans and their families around the clinic
- Set up and help organize monthly chapter meetings for the blind and visually impaired
- Assist nurses and staff in housekeeping responsibilities and other light tasks

Kappa Rho Pre-Med Honor Society – Member

Current

- An organization of highly motivated women who influence one another to succeed on our own journeys into medicine through leadership, sisterhood, service, and scholarship

Central Texas Food Bank – Volunteer

Current

- Sort foods, check for expiration dates along an assembly line to prepare for delivery to families in need
- Prepare and package meals for delivery

Freshman Research Initiative – Lab Student

2017-2018

- The Aptamer Stream uses oligonucleotide chemistry, *in vitro* selection methodology, and biochemistry to develop novel therapeutics, diagnostics, and molecular sensors at the University of Texas at Austin

Fauquier Hospital – Volunteer/Candy Striper

2015-2016

- Worked in the ICU (summer of 2015) and ER (summer of 2016) providing non-medical care
- Visited with patients to comfort them
- Kept rooms/departments clean

Liberty H.S. Cheer Team - Sideline MVP 2017

- Northwest District Champions: 2014, 2016, 2017
- Region 4C Champions: 2017
- State Runner-Up: 2016
- State Finalist: 2015, 2016, 2017

Liberty High School Homework Helpers – Peer Tutor

2014-2017

- Peer tutoring offered in the library after school

Spanish Honor Society - President

2015-2016

- Organized events and ran meetings
- Ensured our society's members were heard, represented, and involved

Student Council Association - Secretary

2015-2017

- Recorded meetings and took notes in planning for school events and improvements

Tennis Team – Captain 2016, 2017

2013-2017

REFERENCES

Dr. Cynthia LaBrake

Biochemistry Professor

Email: labrake@austin.utexas.edu

512.779.3860

Mr. Gee Charles

TIP Mentor Program Instructor

512.232.6493

Miss Monica Martinez

Kappa Rho Pre-Med Honor Society President

Email: kapparhoexec@gmail.com

Miss Hailee Donahue

Shady Grove General Manager

512-474-9991