54 Pilgrim Rd. MSC 613 Boston, MA 02215

Sophia Moore

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EDUCATION

Arrowhead Park Early College High School

High School Diploma

Las Cruces, NM

Class of 2021

- Weighted GPA: 4.39; Unweighted GPA: 3.96
- Graduated as the Valedictorian and on the Honor role

Simmons University - School of Business and Mathematics Division

Boston, MA Class of 2024

B.S. in Financial Math; Minors in Math, Software Development, and Scientific Computation

• Cumulative GPA: 4.0/4.0; Dean's List

• Student Government Association representative for the Business Liaison, member of Beta Alpha Psi and American Marketing Association

WORK EXPERIENCE

Simmons University Boston, MA

Statistics Tutor and Grader January 2022-May 2022

- I grade weekly assignments and provide students with feedback regarding the course projects
- I conduct tutoring appointments with students and help with the in-person R Studio Lab classes

Driving Forward Chicago, IL
Intern January 2022-March 2022

• I am the lead intern of my team for a business case study competition on how businesses can adapt to changes in the world

I demonstrate an understanding of skills in analytics, business case development, market research, and business operations

The Medical Office of Dr. Ann Mercer

Las Cruces, NM

Medical Billing

May 2020 – August 2021

- Coded and billed for electrocardiograms that the doctor read using the SiliconMesa Electronic Health Record system
- Verified patient insurance information and contacted patients regarding their insurance while maintaining HIPPA standards
- Performed various office tasks such as filing, scanning, and faxing patient records/documents

The Mercer School Las Cruces, NM

Math and Science teacher

June 2021-August 2021

- Taught 11 through 18-year-olds individually in various science topics and Pre-algebra through Algebra 2
- Helped students prepare for the GED exam

LEADERSHIP

Arrowhead Park Early College Varsity Chess Team

Las Cruces, NM

Captain

July 2017-May 2021

- Founded and organized the chess team as well as led the recruiting process for the team
- Directed scholastic individual and team tournaments
- Increased scholastic involvement, leading to the creation of chess clubs in all 7 Las Cruces area middle schools

Arrowhead Park Early College Mock Trial Team

Las Cruces, NM

Lead Prosecution Attorney

August 2017-April 2020

- Led my school's prosecution team in competing against other high schools in the state
- Brought a new division of the state competition to Las Cruces for the first time in more than two decades

Sea Scouts Ship #17

Boatswain

Elephant Butte, NM

January 2020-April 2021

- Helped run monthly meetings and recruited new members
- · Assisted in training new members in sailboat handling and mapping courses using GPS coordinates

ADDITIONAL INFORMATION

Skills: Advanced knowledge of German & Spanish

Technology: Proficient in Microsoft Word, Excel, PowerPoint, and have knowledge of Python and R

Interests: Chess, Sailing, Volleyball, Stock Market Investing, and Baking

Certifications: HIPPA certified, American Sailing Association Sailboat Handling, and Chess Tournament Director