# Sachi Shiroma

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## EDUCATION

**Masters in Environmental Science & Management**, XXX GPA (Expected 06/2023)
**Pollution Prevention and Remediation**
**Bren School of Environmental Science & Management – University of California, Santa Barbara (UCSB)**
  Highlighted Coursework: Data Analysis (ESM 206)

**Bachelor of Arts in Sociology – Race and Ethnic Studies**, 3.7 GPA (12/2020)
**San Jose State University (SJSU)**
  Honors/Awards: Dean's List (05/2020)
  Leadership/Involvement: Braven (05/2019)

## EXPERIENCE

**Behavior Technician – Autism Behavior Services Ince (ABSI)**,
San Jose, CA (03/2020–09/2020)
- Applied Behavior Analysis Technician (ABAT) certified
- Recorded data while implementing applied behavior analysis (ABA) to improve client's socialization
- Analyzed and reported the data weekly *to supervisor*

**Administrative Assistant – Silver Creek Valley Country Club**
San Jose, CA (09/2018-09/2021)
- Assisted marketing team by updating social media platforms and editing news articles
- Updated club information and books reservations for members using Microsoft Word, PowerPoint, and Excel
- Maintained communication between members, guests and upper management

**Café Supervisor – Silver Creek Valley Country Club**
San Jose, CA (08/2017-09/2018)
- Created and organized schedules for employees via Microsoft Excel
- Managed and trained 8-10 employees to ensure an efficient and productive workspace
- Accommodated members and guests by addressing their needs, concerns and complaints

## ADDITIONAL EXPERIENCE

**Researcher** – **City of San Jose**, Downtown San Jose, CA (05/2019)
- Recorded quantitative and qualitative data regarding pedestrians littering habits
- Presented and organized data using SPSS for 3 project leaders
- Helped create solutions on how to reduce trash in the streets of San Jose

**Lead Prototype Designer**– **Braven**, San Jose, CA (05/2019)
Collaborated with 8 other students to present and create a social movement prototype (#ishareyoushare) for Sutter Health

## SKILLS

RStudio,
Proficient in Microsoft Excel and PowerPoint
Google Suite