

## SAHAR JIWANI

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### EDUCATION

#### **The University of Texas at Austin**

BSA, Biology

Minor, Business Administration

May 2020

### SHADOWING AND WORK EXPERIENCE

#### **Kunik Orthodontics**

June 2018-August 2018

- Shadowed the orthodontist and hygienists on different cases
- Learned the intricacies behind several unique, active cases

#### **Texas House of Representatives- Legislative Intern**

January 2018-May 2018

- Corresponded with constituents and connected them to beneficial government resources
- Handled specific constituent casework and helped resolve issues they faced
- Scheduled events and maintained the district calendar for the Representative

#### **Clear Creek High School- Public Forum Debate Consultant**

August 2016-Present

- Coach a group of high school students in the approaches and intricacies behind Public Forum Debate
- Lecture on topics such as constitutionality, foreign affairs, and domestic issues to inform students about the global landscape
- Prepare briefs with evidence, scholarly articles, and pro and con arguments pertaining to the topics

#### **Dr. Heather Brown Orthodontics- Student Intern**

June 2017-August 2017

- Shadowed and assisted the orthodontist and hygienists during several procedures
- Researched procedures to understand the unique methods behind each one
- Practiced several techniques on models such as making molds, changing rubber bands, and bending wires

#### **Kumon Tutoring Center- Math & Reading Tutor**

June 2015-July 2016

- Tutored students from kindergarten to 12<sup>th</sup> grade in different levels of math and reading comprehension
- Tailored lesson plans and teaching methods to each student's learning style and abilities

### LEADERSHIP EXPERIENCE AND ACTIVITIES

#### **Manos de Cristo- Sterilization Center**

September 2018-

December 2018

- Understood the vast range and functionality of different dental equipment
- Sterilized the equipment continuously as it was being used
- Packaged and sorted all sterilized tools to their appropriate places

#### **Student Health Advisory Committee- Advocacy & Policy Committee (2017-2018) Student Ambassador**

(2016-2017) Official liaison between the University of Texas Student Body and University Health Services Spring

2016-Present

- Advocate on behalf of the student body to University Health Services
- Research student concerns about UHS policies and created targeted policies and programs to alleviate those concerns

#### **Food Recovery Network- Vice President, Volunteer Coordinator**

Fall

2017-Present

- Collect leftover food from cafes on campus and deliver to shelters to prevent food wastage
- Contact university dining halls and local businesses to arrange permanent donation schedules and opportunities
- Increased volunteer membership by 200% in 1 semester

#### **Ismaili Muslim Student Association- VP Internal Executive Board (2017-2018)**

Fall

2016-Present

- Plan and execute activities for each general body meeting
- Assist members of executive board carry out duties in areas of finance, public relations, and community service

#### **Texas Pre-Dental Society- Member**

Fall

2017-Present

- Learn from and network with professionals in the community
- Participate in a broad range of philanthropy events

**Camp Mosaic**– *Logistics Team (2017) Content Team (2016) Counselor (2015)*

*Youth summer camp, subsidiary of Jubilee Monuments Corp, at The Village School*

Summer 2014 - Present

- Planned and organized all logistical aspects for the camp serving over 100 participants
- Modified and implemented national content designed to promote critical thinking in camp environment
- Facilitated the learning of 30 participants through 3 core curriculum areas focused on service, leadership, and ethics

**Ismaili Community Engaged in Responsible Volunteering**– *Content Coordinator (2016)*

*Volunteer organization of over 500 members, serving the greater Houston and Austin areas*

Fall 2014 - Present

- Volunteer at various community services events bi-monthly
- Market the organization externally to charities and organizations and maintain relations with them
- Planned service events for the year and organized logistics

**ADDITIONAL INFORMATION**

**Computer Skills:** Microsoft Suite, R, Python

**Languages:** English, Urdu (Speak only), Hindi (Speak only)

**Interests:** Biotic Systems Studies, Policy Development and Implementation, Cooking