

Salomonj1121@gmail.com | 314-736-9946 | Chicago, IL 60660

Professional Experience

Purple Group | Chicago, IL Training Coordinator 07/2019 - 08/2020

- Communicated key information from trainers to participants and visa versa
- Evaluated effectiveness of training programs and recommended improvements to upper management
- Worked with The Chicago Department of Public Health to provide health related education to low-income areas of Chicago
- Trained community leaders of low-income areas of Chicago on lead and the dangers of Lead Poisoning

Doctors Without Borders Student Chapter | Chicago, Illinois Director of Internal Affairs 08/2018 - 04/2020

- Chief presiding officer over all recruitment events
- Schedule (and supervise) active members for volunteering at tabling and fundraising events in conjunction with the Director of Campaigns/Events.
- Be the first line of contact for questions from interested students and chapter members.
- Maintain the list of active members of the Doctors Without Borders Loyola University Chicago Student Chapter

Loyola University Chicago Student Office Assistant 05/2018 - 04/2019

- Loyola University Chicago | Chicago, IL• Helped senior clerical staff complete daily workloads
 - Promoted welcoming environment while managing receptionist area and fielding requests for information
 - Answered customers' questions and addressed problems and complaints in person and via phone

Education

Loyola University Chicago | Chicago Bachelor of Science in Molecular Neuroscience Expected in 05/2021

- Summa Cum Laude
- 3.86 GPA

St. Marys Highschool | St.Louis **High School Diploma** 2016

- 3.3 Final GPA
- · Silver Honors Academic Achievement Award
- Graduated from STL Youth Leadership Program

Skill Highlights

- Fluent in English and Spanish
- · Works well under pressure
- Mathematical aptitude
- Versatile with technology

- · Team building and leadership
- · Operations oversight
- Executive leadership
- Program management

Accomplishments

- · Founding director of the first Doctor's Without Borders Student Chapter in all of Illinois
- Graduated silver honors from St. Mary's High school
- · Graduated from the St.Louis Youth Leadership program
- Finished research from Loyola's FYRE program