

# Sierra Moore

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## EDUCATION

**The University of Texas at Austin**, Austin, TX

May/2020

*Bachelor of Science and Arts in Biology*

GPA 3.8

*Minor in Interior Design (15 credit hours)*

## EXPERIENCE

**Self-Employed**, Austin, TX

January/2014 - Present

*Nanny*

- Provide experienced childcare for an approximate of 4 families after school, during school holidays, and weekends.
- Create fun, secure, inspiring, and comfortable environment.
- Provide transportation and prepare meals.
- Teach organization and time management skills to help children complete schoolwork and other tasks.

**ProScribe**, Austin, TX

April/2018 - January/2019

*Medical Scribe*

- Accompanied the physician during patient appointments for the purpose of recording pertinent medical history and patient information in real time.
- Utilized an electronic medical record system to open and update medical charts for each patient.
- Assisted the physician by providing schedule updates and patient history overviews before each appointment and communicated relevant information with all team members to improve daily workflow.
- Accumulated over 400 hours of clinical scribing experience and trained new scribes for the position.

**Amy's Ice Creams**, Austin, TX

April/2014 - March/2016

*Shift Manager*

- Monitored and assisted staff to maintain the flow and quality of service.
- Implemented quick and effective solutions to address store and customer needs.
- Organized store events, modeled high standards for customer service, and trained new employees.
- Collaborated with a team to interpret data and set sales goals for each shift.

## ACTIVITIES & LEADERSHIP

**CASA of Travis County**, Austin, TX

March/2020- Present

*Volunteer Child Advocate, Guardian Ad Litem*

15 hrs/month

- Perform the legal duties of a court-appointed advocate for children involved in child protective services cases.
- Communicate and establish trusting relationships with the children, family members, teachers, attorneys, and other relevant parties in order to make independent and informed recommendations in the child's best interests.
- Write official court reports and present recommendations to the judge in court.

**North Austin Soccer Association, Austin, TX**

August/2013- May/2020

*Volunteer Youth Soccer Coach*

*3 hrs/week*

- Coached recreational soccer teams of girls and boys between the ages of 6 to 8 for approximately 6 seasons
- Emphasized teamwork, sportsmanship, and creating a fun and active environment.
- Coordinated team schedules among parents.

**Women in Medicine, University of Texas at Austin**

August/2017 - Present

*Member*

- Attended organization meetings, volunteer events, socials, and fundraising campaigns to maintain active status.
- WIM Talent Contest Committee Member
  - Assisted with planning and organization of spring talent show fundraiser benefitting the Breast Cancer Resource Center.
- WIM Hungry for Hope Participant
  - Participated as a contestant in Women in Medicine's annual bake-off fundraiser benefitting Marbridge Residential Community.

**Women in Medicine, University of Texas at Austin**

May/2018 – May/2019

*Financial Director*

- Managed the organization's financial account and budgeted funds for each officer position.
- Applied for and secured funding for annual fundraising events.
- Collected membership dues and merchandise payments.
- Organized charity profit-share events with local businesses to fundraise for Marbridge and the Breast Cancer Resource Center.

**Peer-Led Undergraduate Studying (PLUS) Program**

August/2017- May/2018

University of Texas at Austin

*Study Group Facilitator*

- Co-facilitated weekly study groups for peers in genetics and biochemistry courses.
- Met regularly with course professors, PLUS coordinators, and fellow PLUS facilitators to review class material and prepare for study group sessions.
- Motivated classmates to utilize course resources for independent and collective study efforts.
- Demonstrated methods for approaching practice problems and working through challenging concepts.

**Project SEED, University of Texas at Austin**

February/2017 - September/2017

*Research Assistant*

- Created and mailed cards to each member of the 500 participating families to obtain current contact information.
- Updated information in the project database.
- Recruited new student research assistants from various disciplines across the university.
- Trained new research assistants for the position.

## **Projects**

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- Intro to Design Thinking: STI At-Home Testing Kit Design
  - Process: Conducted interviews and surveyed sample of UT student population to distill key elements of the problem. Collaborated with a multi-disciplinary team to design a solution.
  - Outcome: prototype design for an at-home kit to test for sexually transmitted infections
- African American Experience in Architecture: Historical Furnishings Research Report
- Computational Biology: Texas County Data Modeling
  - Process: Used R/R Studio software to analyze demographic data for all 254 counties in Texas.
  - Outcome: Statistical models that can be used to predict response variables or to define differences between counties

## **SKILLS**

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### **Technical /Computer Skills:**

- General word processing (Word, PowerPoint, Excel, Google Docs, etc.)
- R/R Studio data analysis
- Design software (Photoshop, Vectorworks, SketchUp)

## **HONORS AND AWARDS**

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- Women in Medicine Honors
- University of Texas at Austin College Scholar