

OBJECTIVE

To obtain an internship in the Audio Engineering field for summer 2019

EDUCATION

Michigan Technological University | Houghton, MI

May 2017—Present

B.S. in Audio Production and Technology,

Expected Spring 2021

Overall G.P.A.: 3.66 | Department G.P.A.: 4.0

Cooper Standard Scholarship | Michigan Tech Transfer Scholarship | University Student Award

Oakland University | Rochester, MI

August 2014—April 2017

B.S. in Engineering Chemistry—106 Credits completed

Overall G.P.A.: 3.66

Oakland University Distinguished Scholar | Michigan Competitive Scholarship | Dean's List -5 semesters

WORK HISTORY

MTU Scene Shop | Houghton, MI

January 2018—Present

Shop Assistant

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Jimmy John's LLC | Houghton, MI

June 2017—August 2018

Delivery Driver

- Cooperating with a team to fill food orders efficiently and accurately
- Engaging with customers to provide satisfactory service
- Employing multitasking skills in a fast-paced environment

Oakland University Biology Department | Rochester, MI

September 2016—April 2017

Lab Assistant

- Adhered to the protocol of the lab to maintain a safe and sterile environment
- Completed the lab "Right To Know" safety training course
- Operated the autoclave in order to sterilize various lab equipment

Senior Home Health Care LLC | Walled Lake, MI

May 2015—August 2015

Data Entry

- Transitioned patient database from International Classification of Disease (ICD) 9 to ICD 10 codes
- Determined best fit ICD 10 codes for non-specific ICD 9 codes
- Cataloged codes for standardization and efficiency
- Updated patient files to accommodate for changes in insurance policies
- Verified sales orders and billing for medical supplies

COMPUTER SKILLS

QLab | Logic Pro | Vectorworks | AutoCAD | Microsoft Excel | CATIA | MATLAB | Visual Basic

EXTRACURRICULAR ACTIVITIES

- Secretary, Babes In Music Club—Michigan Tech September 2017—Present
- Member, Society of Women Engineers—Oakland University 2015—2017
- Cadet, Rochester Fire Department 2010—2015
- Volunteer, Animal Care Network of Michigan 2008—2015
- Dancer, American Dance Academy—Irish Step Dance, Ballet, Hawaiian 2001—2014