

# Susanna Kim

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## EDUCATION

University of California, San Diego | Bachelor of Science in Human Biology (GPA: 3.854) September 2022 - Present  
Expected Graduation Date: June 2026

## EXPERIENCE

**Co-Founder/Co-President of Leora Trust Club** August 2020 - June 2022

- Co-Founder of the Leora Trust Club at my high school where we teamed up with Leora Trust, founded in India, to connect with students in India over one-on-one video chats to practice interpersonal English
- Organized events such as group storytelling and show-and-tell over Zoom to the children
- Secretary (1yr) & Co-President (1yr)

**Bayha Group Design-Thinking Internship** June 29 - July 26, 2021

- Worked with other students through Zoom to lead a community service project that we are passionate about
  - Organized and executed a summer field day event for kids
- Presented our project from idea to execution for Bahya Group and its partners over Zoom

**Huntington Hospital Volunteer** August 2021 - March 2022

- Volunteered in Errand and Escort where I carried out duties all throughout the hospital
  - Discharging patients, delivering information, transporting specimen, etc.
- Volunteer at front desk of Oncology Unit
  - Answer patient calls/requests, call nurses/PCAs when needed, blood bank runs, discharging patients, restock patient charts, etc.

**OTEFE Foundation Paid Office Intern** June - August 2022

- Organized and filed scholarship applications to be reviewed by the foundation
  - Used Microsoft Excel to organize applicant information
- Prepared scholarship checks to be sent out through mail
- Answered questions and sent out email responses from OTEFE Foundation

**Shadowing Experience** July - August 2023

- Shadowed Dr. Kim at Simi OB/GYN office for two months, following her entire in-office work day two times a week
- Observed patient interactions with the doctor and in-office procedures regarding women's health (well-woman exams, biopsies, ultrasounds)
- Also observed a Cesarean-section surgery at Adventist Health Simi Valley

**UCSD Recreation Business Office Assistant** December 2023 - Present

- Front desk assistant of Recreation Business Office
- Data entry in Excel, cash handling

## SKILLS

- Time management, organizational skills, customer service
- Microsoft Office (Word, Excel), HTML, CSS, Bootstrap

- Bilingual (English, Korean)