

## EDUCATION

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**The University of Texas**, Austin, TX Expected Graduation May/2022  
*Bachelor of Science and Arts in Biology*  
Concentration in Pre-Physician Assistant; GPA: 3.72  
15-hour study concentration in Theater and Dance

## EXPERIENCE

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**Tropical Smoothie Cafe**, Frisco, TX June/2019- January/2020  
*Team member*

- Prepared and managed inventory efficiently 5 times a week to ease production of food and smoothie recipes
- Cultivated relationships with customers by providing unparalleled hospitality increasing overall loyalty
- Fulfilled sanitation guidelines to ensure the safe preparation and consumption of food served

**Snowfox**, Garland, TX June/2019- August/2019  
*Personal assistant and sales associate*

- Be knowledgeable, efficient, and provide an energizing guest experience
- Exceeded quota by selling \$1,000+ of products daily, to maximize profits and increase overall sales revenue
- Followed all health, safety, and sanitation guidelines for all product

**BMT Forever Nail and Spa**, Plano, TX May/2018- August/2018  
*Receptionist*

- Received clients by greeting, directing and announcing them appropriately
- Answered telephone promptly and in a polite and professional manner
- Managed transactions with clients and handled all incoming calls

## ACTIVITIES & LEADERSHIP

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**Volunteer at St. David's Medical Center**, Austin, TX January/2020- Current

- Assist with establishing and caring atmosphere for patients, employees and visitors
- Follow hospital policies and procedures
- Handle transactions with cash register
- Take online orders and deliveries

**Women in Medicine**, Austin, TX August/2018- Current

- Attended bi-weekly meetings, volunteer events, and fundraising campaigns to maintain active member status
- Volunteered at:
  - Central Texas Food bank
  - Ronald McDonald House Charities of Central Texas
  - Marbridge

## SKILLS

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**Technical /Computer Skills:** R code, Microsoft Office, Google Drive, Data Visualization, Windows and MacOS  
**Languages:** Fluent in Vietnamese

## HONORS AND AWARDS

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**TIP Scholars Award for Academic Achievement** Fall 2018

- GPA of 3.5 or higher