

ZAHRA YUSAH

Middletown, NJ 07748 | 917-476-7493 | zahrayusah@gmail.com | [LinkedIn](#)

Healthcare Administration | Women's Advocate

Data-driven healthcare advocate with a growth mindset, 5+ years of experience working in a professional setting including a Public University, NJ Governor's Office, and a World Class Cancer Center. Recognized for improving the team and workflow through inclusivity and diversity education, effective communication, and peer-to-peer collaboration.

AREAS OF EXPERTISE

- Healthcare Coordination
- Leadership and Partnerships
- Microsoft Excel
- Basic Python Proficiency
- Training and Education
- Microsoft Office
- Medical Terminology
- Statistics for Research
- Growth Mindset

CAREER HIGHLIGHTS

- Winner of Women's Empowerment Prize for Outstanding Service to the Rutgers University Community
- Top 4 out of 21 teams at Rutgers Undergraduate Health Administration Case Study Competition 2019
- Expansive administrative experience in departments of Memorial Sloan Kettering Cancer Center including radiation oncology, gynecological medical oncology, and the early drug development research program.

PROFESSIONAL EXPERIENCE

Care Coordinator | Memorial Sloan Kettering Cancer Center (MSKCC), Middletown, NJ **Feb 2020 - Present**

World Class Cancer Care and Treatment. For more than 30 years, U.S. News & World Report has consistently recognized Memorial Sloan Kettering Cancer Center as one of the top 2 cancer hospitals in the nation.

- Increased efficiency of the clinic of a Gynecology Doctor by 50% by taking initiative to prep patient reports
- Decreased 20% of total patient scheduling of the day by taking responsibility for those appointments
- Analyze and track clinic flow to decrease patient wait times and create a more effective workflow
- Communicate effectively to clinical team and patients to ensure proper scheduling is completed

Office Manager | Rutgers Student Involvement Office, New Brunswick, NJ **Sept 2016 - May 2020**

- Trained 400+ Student Organization leaders and officers online and in-person each year
- Educated a team of 10 student employees to analyze data and provide proper information for supervisors
- Visualized data using Excel to locate which campuses are utilized by students the most during peak hours
- Served thousands of college students by building leadership skills and teaching responsibilities of an organization

Undergraduate Intern | New Jersey Office of the Governor, Trenton, NJ **Sept 2019 - Jan 2020**

- Assisted the Office of the First Lady of NJ to coordinate programs, write speech drafts, and partner with various organizations to help plan visits of the First Lady to speak about a healthier New Jersey
- Successfully organized the Black Maternal & Infant Health Leadership Summit in collaboration with Senior Organizer by creating spreadsheets using Microsoft Excel and improving the logistical arrangements

EDUCATION

Bachelor of Science: Public Health; Women & Gender Studies | Rutgers University, New Brunswick, NJ **May 2020**

IBM Data Science Course: Python for Data Science, AI & Development **Aug 2021**

PROFESSIONAL ORGANIZATIONS/CERTIFICATION

Volunteer Third Responder; BLS and CPR Certified | North Brunswick First Aid and Rescue Squad **Sept 2018 - Feb 2019**

President of Pencils of Promise, a non-profit, student-run organization at Rutgers University **May 2018 - May 2019**