

Felicia First Year

felicia.firstyear@utexas.edu | linkedin.com/in/Feliciafirstyear
Austin, TX | (512) 555-5555

EDUCATION

The University of Texas at Austin, Austin, TX
Bachelor of Science and Arts in Biology

May 2023
GPA 3.3

EXPERIENCE

Freshman Research Initiative, Virtual Drug Screening Lab, Austin, TX

January 2020 – Present

Undergraduate Research Assistant

- Researched docking of proteins and ligands using 3D modeling and virtual screening programs to develop drugs to cure infectious diseases
- Developed proper and necessary laboratory techniques for lab environment
- Designed research poster and presented research findings at university-wide Undergraduate Research Forum in Spring 2020

Frank C. Erwin, Jr. Special Events Center, Austin, TX

September 2019 – Present

Student Associate

- Solve approximately 20 customer service issues per day by working in call center
- Sold 50+ tickets over the phone by explaining different ticketing packages and upsold promotions

American Multimedia Company (AMC) Theater, Spring, TX

April 2018 – June 2019

Film Crew

- Recognized as a top seller of AMC Stubs Membership three months in a row
- Demonstrated great customer service by directing customers and maintaining a clear lobby

CAMPUS INVOLVEMENT

University Leadership Network, The University of Texas at Austin, Austin, TX

August 2019 – Present

Member

- Improve leadership skills through group and lecture meetings
- Complete 10+ hours of community service within the city of Austin each semester

Campus Events and Entertainment, The University of Texas at Austin, Austin, TX

September 2019 – May 2020

Recreation Committee Member

- Collaborate with committee members to plan, host, and manage sports, gaming, and daytime activities on campus, including ChillFest, to promote student body connection and camaraderie

SKILLS

Technical /Computer Skills: Experienced with Microsoft Word, Excel, and PowerPoint; familiar with R programming for statistical analysis

Languages: Fluent Urdu, Basic Spanish

Certifications: CPR and Community Emergency Response Team Certified