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| CHINYERE NNAJI  Image  Image ctnnaji@aggies.ncat.edu  Image (704) 433-7793  Image Greensboro, North Carolina  Image  Education  North Carolina A&T State University  GPA: 3.87  *Greensboro, NC*  Bachelors Biology/Pre-Med Candidate (Expected graduation May 2022)  *Awards & Honors*   * Chancellor's List (Fall 2020) * Chancellor's List (Spring 2021) * Chancellor’s List (Fall 2021)   *Extracurricular Activities*   * NCAT-ECU BSOM Early Assurance Scholars Program (EASP) * Minority Association of Pre-Medical Students (MAPS) * Biomedical Science Careers Program (BSCP) * North Carolina Agricultural and Technical State University Honors Program * Waves of Change LLC.     South Piedmont Community College  GPA: 3.78  *Monroe, NC*  Associate in Science (A.S.) Science (May 2020)  *Awards & Honors*   * Presidential's List (SPCC) * Dean’s List (SPCC)   *Extracurricular Activities*   * Charlotte AHEC Heroes * Hospice of Union County Volunteer   Union County Early College High School  GPA: 3.8  *Monroe, NC*  High School Diploma (May 2020)  *Awards & Honors*   * Summa cum laude   *Extracurricular Activities*   * DECA Club * Environmental Club | Career Objective    Proactive college student seeking a bachelor’s in biology with a Pre-Med concentration (3.87 GPA), with 4.5+ years of work experience. Aiming to leverage academic experience and a proven knowledge of conflict resolution, customer satisfaction, and customer service to successfully fill the role at your company. Frequently praised as hard-working by peers and can be relied upon to help your company achieve its goals.  Experience    **Medical Billing coordinator/ Data Entry Speacialist**  *Intercare Health Services LLC*, *Charlotte*, *NC / Apr 2017* - *Aug 2020*   * Operate office equipment such as fax machines, copiers, and phone systems, and use computers for spreadsheet, word processing, database management, and other applications. * Responsible for billing clients through electronic medical records systems * Answer telephones and give information to callers, take messages, or transfer calls to appropriate individuals. * Greet visitors or callers and handle their inquiries or direct them to the appropriate persons according to their needs.     **Cashier**  *Harris Teeter*, *Wesley Chapel*, *NC / Feb 2019* - *Oct 2019*   * Receive payment by cash, check, credit cards, vouchers, or automatic debits. * Issue receipts, refunds, credits, or change due to customers. * Assist customers by providing information and resolving their complaints. * Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners. * Greet customers entering establishments.     **CERTIFIED NURSING ASSITANT**  In Training  *Monroe Rehabilitation Center*, *Monroe*, *NC / Jan 2019* - *Jul 2019*   * Administer bedside or personal care, such as ambulation or personal hygiene assistance. * Prepare and maintain records of client progress and services performed, reporting changes in client condition to manager or supervisor. * Perform housekeeping duties, such as cooking, cleaning, washing clothes or dishes, or running errands.   **BIOmedical Science careers program**  **(BSCP) Virtual confrence 2021**   * Participated in the two-day Virtual Student Conference (04/09-04/10) * Attended several meetings from different schools about the programs offered at school * Received insight on how to become an optimal candidate   **Medical Shadowing under Dr. Lanre Jimoh**  *Carolina Digestive’s Billingesly Location, Charlotte, North Carolina / June 2021- Present*   * Shadows Lanre Jimoh, a gastroenterologist, every Tuesday * Observe both office visits and procedures   References    Ogechi Ugboaja  Former Tutor  832-366-3214  Deborah Dicken  Office Manager for Intercare  704-332-9880 |
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