

Karina S. Desai
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OBJECTIVE

Passionate and driven college student studying for BS/MS in Occupational Therapy. Seeking an entry-level job in the field. Focusing on utilizing my skills taught thus far from the classes I have attended. In addition to applying and promoting my strength to set goals to continue improvement and advancing my professional development.

EDUCATION

Alvernia University, Reading, Pennsylvania ***2017 - Present***

- Occupational Therapy BS/MS
- 5-year program to receive both bachelor's and master's degree in Occupational Therapy

Old Bridge High School, Matawan, New Jersey ***2013 – 2017***

- Attended classes and completed work to meet graduation requirements while maintaining a satisfying GPA
- Received diploma in June of 2017

EMPLOYEMENT HISTORY

Amish Billing Service ***2015***

- Data entry for medical billing
- Input patient diagnoses and insurance

CERTIFICATIONS

- Student Occupational Therapy Association
- CPR/BLS (renewal needed)

SUMMARY OF SKILLS

- Able to communicate with individuals on a professional level via various telecommunication devices in addition to personal dialogue
- Knowledgeable in EMR system
- Proficient in Microsoft Word, PowerPoint, and Excel
- Adept in typing, email, social media, office equipment, such as fax, copier, printer, etc.

OTHER RELATED SKILLS

- Patient Care
- Good work ethics and personable
- Experienced in leading and delegating activities for various age groups
- Respect towards people of different background, preferences, age, disability, etc.
- Proficient in the language of Gujarati

VOLUNTEER EXPERIENCE

Cheesequake First Aid Volunteer Squad

2015 – 2017

- Positioned as a Cadet EMT/First-Aider in training for approximately 12 hours a week
- Assured that the ambulance was stocked with the necessary supplies and oxygen
- Cared for patient/s on site of incident and on ambulance
- Trained in basic medical treatment towards patient/s

Peer Leadership Program

2016 – 2017

- Engaged in various community service, such as food and clothing drives, in and out of Old Bridge, NJ
- Participated in fundraising for outside organizations such as, Breast Cancer Awareness, Suicide Awareness, Special Needs, and more
- Led group activities for children at local elementary schools to teach them about diversity, bullying, acceptance, etc.

Anoopam Mission Cultural Center, Pennsylvania and United Kingdom

2013 – Present

2014 - 2016

- Child Care
- Conducted religious classes
- Meal Preparation and Serving
- Sold merchandise
- Executed and supervised games and activities

REFERENCES

Available Upon Request