

EMILY UTSET

Phone: 860-380-7073 · Email: emily.utset@gmail.com · Address: 32-40 42nd St., Apt. 2, Astoria NY 11103

EDUCATION

Master of Arts in Conservation Biology, Miami University of Ohio, Miami, OH

Expected 2023

Bachelor of Arts in Environmental Biology and Medieval History, Columbia University, New York, NY

May 2019

RELEVANT EXPERIENCE

Wild Animal Keeper, Wildlife Conservation Society, New York, NY

Dec. 2019 - Present

- Worked with 100+ species of animals (including large carnivores and venomous animals) in high pressure situations requiring a variety of skills and techniques, multitasking, adaptability, and adherence to standard operating procedures
- Managed five interns and seasonal staff per year and trained 10 new keepers in a variety of operating procedures
- Maintained accurate daily records of medical, environmental, and husbandry information, wrote training plans, animal welfare assessments, and enrichment plans, and organized records using online software
- Monitored inventory in zoo commissary and general supplies and facilitated ordering and pickup for orders
- Accomplished multiple daily tasks independently and as part of a team requiring time management, coordination, and communication skills
- Represented the zoo at outreach and media events including 30+ large corporate events of up to 2000 people, three daily seal shows to 1000+ people, and VIP tours

Wild Animal Keeper I, Miami Seaquarium, Miami, FL

Jul. - Nov. 2019

- Directed guests at the aquarium to relevant areas and answered questions
- Gave four educational presentations about rescue and rehabilitation program to over 500 people daily
- Learned operant conditioning and implemented various techniques for animal training

Library Assistant, Avery Architecture and Fine Arts Library, New York, NY

Sep. 2017 - Jul. 2019

- Managed front desk by checking in students, fielding phone calls, and receiving and sorting mail
- Maintained excellent customer service with library visitors by responding to inquiries and directing visitors to relevant areas of the library
- Sorted and shelved books using library's classification system

Undergraduate Research Assistant, Benthic Ecology Lab, Miami, FL

Jun. - Aug. 2018

- Conducted data collection and analysis, including photo data using ImageJ software, for senior thesis project culminating in publication of findings in Bulletin of Marine Science (Lirman et al, 2020)
- Collaborated with PI of laboratory to write grant and poster proposals and prepare findings for publication
- Assisted in aspects of research and fieldwork as needed including monitoring corals, building coral nursery trees, preparing and organizing field materials, and maintenance of coral nursery sites by diving and snorkeling

Undergraduate Research Assistant, Lamont-Doherty Earth Observatory, New York, NY

Biology and Paleoenvironment Division

Feb. - May. 2018

- Analyzed paleoclimatic data using foraminifera as isotopic markers and organized samples for mass spectrometry
- Presented findings and data at an Earth Institute grantee poster session of 500 people

Tree Ring Lab

Oct. 2017 - Feb 2018

- Used dendrochronology software (Coorecorder) to date and count tree rings requiring high attention to detail
- Scanned and digitized tree cores and organized research findings in an online database

Temporary Administrative Aide, Roivant Sciences, New York, NY

Jun. - Aug. 2016

- Oversaw digitization project of all accounting records
- Reorganized thousands of records as part of transition to paperless initiative

SKILLS

Language: Spanish (fluent: reading, writing, speaking)

Computer: Microsoft Office Suite, Google Suite, R, Zoom, Adobe (Acrobat, Photoshop, Illustrator, InDesign, Lightroom), Wordpress, ImageJ

Certifications: Columbia University Laboratory Safety Certified, Collaborative Institutional Training Initiative (CITI) Ethics in Human and Animal Research Training, PADI Open Water Diver