

Mackenzie Pottmeyer

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Education

Miami University - Oxford, OH

Bachelor of Science in Biology with Co-Major in Pre-Health

Expected Graduation: Spring 2026

Relevant Coursework: College Chemistry, Biological Concepts Structure, Math for Science Applications, Explorations in Healthcare

Waterford High School - Waterford, OH

August 2019 - May 2023

GPA: 4.0 - Class Rank: 1

Washington State Community College - Marietta, OH

August 2019 - July 2023

GPA: 4.0

Work Experience

Dental Assistant

March 2023 - August 2023

- Greeting and conversing with patients to prepare and ease them into dental procedures.
- Providing chair-side assistance to the dentist.
- Preparing or handling dental instruments to dentists and surgeons.
- Processed dental X-rays and operate imaging equipment.
- Managing or updating client records through digital or paper databases.

Smith & Co Vintage Market, Marietta OH — *Cashier*

March 2022 - Dec 2022

- Performed check out transactions smoothly and efficiently.
- Used critical thinking skills to fix challenges with computer issues and solved issues between customers and vendors.
- Kept shelves and booths neat and well-stocked.

Caretaker, Local Households

June 2016 - Present

- Care for children ages 2-12 during the summers as well as throughout the school year, evenings and weekends.
- Played with children to encourage imagination, read books, and do creative activities such as crafts and cooking.
- Performed household chores, prepared meals, and organized whenever necessary to minimize parent's cleanup when arriving home.
- Helped children with homework, assigned reading activities, and ensured children were fed, bathed, and put to bed.

Work Related Training

ODB Radiology Training

Certified in CPR/AED

Leadership and Involvement

Head Volleyball Team Captain

June 2022- October 2022

- Lead practices and group meetings with the team, and organized group events.
- Settled disputes between teammates and was a trusted player to go with any issues.
- I worked hard to set a good example for my team to be someone they looked up to and could be proud of.

Class Treasurer

August 2020- May 2023

- Brainstormed with other officers to plan fundraisers and community events.
- Kept track of funds to determine how much or little money we could use on class events.

Vacation Bible School Leader

July 2019- July 2023

- Informed children ages 5-10 about their religion by trying to make it the most fun experience possible.
- Kept the kids entertained and safe throughout the week

Additional Involvement

Club Volleyball, Spanish Club, National Honor Society, Spanish NHS,

Varsity Club, Key Club, Class Treasurer, Volleyball Captain,

Student Council Representative, Teacher's Aide, Yearbook