

EDUCATION

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| <i>Texas A&M University at Galveston</i> | <i>August 2017 - December 2020</i> | <i>Final GPA: 3.778</i> |
| <ul style="list-style-type: none">• Bachelor of Science in Marine Sciences with a minor in Chemistry• Relevant Coursework: Fundamentals of Chemistry I and II, Organic Chemistry I and II, Quantitative Analysis, Polymer Chemistry, Chemical Oceanography, Biochemistry, Chemistry of Environmental Pollution, Mechanics, Electricity and Optics, Business Calculus, Engineering Math II. | | |
| <i>University of Florida</i> | <i>August 2021 – May 2023</i> | <i>Current GPA: 4.0</i> |
| <ul style="list-style-type: none">• Master of Pharmaceutical Science with a concentration in Forensic Science• Relevant Coursework: Principles of Forensic Science and Applied Data Analysis and Statistics | | |

ACADEMIC AWARDS

- Texas A&M University LAUNCH Undergraduate Research Scholar 2019-2020
- Texas Sea Grant Recipient 2019-2020
- Semifinalist for the Department of Defense's S.M.A.R.T. Scholarship Program 2019

EMPLOYMENT EXPERIENCE

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| <i>Business Coordinator II – Texas A&M University at Galveston (40 hrs/week)</i> | <i>Dec 2021 - Present</i> |
| <ul style="list-style-type: none">• Provides support and coordination of a variety of business activities requiring independent judgment, including reviewing business documents and assisting in developing, monitoring, and reporting accounts and budget data to the Maritime Administration Department. | |
| <i>Human Resources Specialist I – Texas A&M University at Galveston (40 hrs/week)</i> | <i>April 2021 - Dec 2021</i> |
| <ul style="list-style-type: none">• Assists the HR Administrator with retiree and international employee needs as well as employee benefit information. Troubleshoots problems in Workday and aides in recruiting and orientation for faculty, staff, and student employment. Helps complete reports, such as Affirmative Action Plan and Performance Evaluations, for the department. Maintains the HR website and performs general customer support and other duties as needed. | |
| <i>Substitute Teacher – Texas City ISD (24 hrs/week)</i> | <i>Jan 2021 – April 2021</i> |
| <ul style="list-style-type: none">• Fill in for absent teachers to ensure classroom operations are not disrupted. | |
| <i>Human Resources Assistant - Texas A&M University at Galveston (10-20 hrs/week)</i> | <i>Sept 2018 – April 2021</i> |
| <ul style="list-style-type: none">• Completed the hire process of student workers including posting jobs in Workday, ordering background checks, conducting orientations, assisting in the I-9 process, and handling sensitive personal information for employees while imaging and filing. Updated the HR website as needed. Helped the HR Specialist implement a new process for student employee recruitment involving Workday. | |
| <i>Laboratory Student Assistant - Texas A&M University at Galveston (10 hrs/week)</i> | <i>July 2019 - July 2020</i> |
| <ul style="list-style-type: none">• Primary responsibilities included conducting/monitoring the reactions and analysis operations, collecting and maintaining chemical data, characterizing/identifying compounds via mass spectrometry/proton NMR/IR, and applying chemical principles. | |
| <i>Student Coordinator Course Tutor - Texas A&M University at Galveston (5 hrs/week)</i> | <i>March 2018 - Sept 2019</i> |
| <ul style="list-style-type: none">• Helped students to comprehend the general chemistry courses during their required recitation sessions. | |
| <i>Retail Associate - Diver's World of Erie (15 hrs/week)</i> | <i>April 2015 – Aug 2018</i> |
| <ul style="list-style-type: none">• Stocked the retail space and sold equipment, dive trips, and classes in person and over the phone. | |

EXTRACURRICULAR ACTIVITIES

- Lambda Kappa Alpha Honors Society: Member 2017-2020, President 2019-2020.
- Phi Kappa Phi Honors Society: Member 2020 - Present
- Sea Aggies Learning Traditions (S.A.L.T.) Camp: Counselor 2018-2019.

RESEARCH AND PUBLICATIONS

- Synthesis of Hydrogenase Mimics for Use as Catalysts in the Hydrogen Evolution Reaction*
- Crist, Madlyn (2020). Synthesis of Hydrogenase Mimics for Use as Catalysts in the Hydrogen Evolution Reaction. Undergraduate Research Scholars Program. Available electronically from <https://hdl.handle.net/1969.1/188425>.

SPECIAL SKILLS

- Microsoft Office Suite • GC/LC Mass Spectrometry • Proton NMR • IR Spectroscopy • Customer Service • Workday System • Filex/Online Filing Systems • Records Management • Website Management • Social Media • Multi-Tasking • Written/Oral Communication • Teamwork