

# **MHA and MHA/MBA Incoming Class of 2022 Resume Book**



**Department of Health Policy and Management  
School of Public Health  
University of Pittsburgh**

## Department of Health Policy and Management

### MHA and MHA/MBA Incoming Class of 2022

Program	Students	PA Residents	Foreign Citizens	Graduated from PA Undergraduate Institution	Full-Time Work Experience	Full-Time Student	Part-Time Student
MHA	15	7	0	8	8	15	0
MHA/MBA	2	1	0	1	1	2	0
<b>Totals</b>	<b>17</b>	<b>8</b>	<b>0</b>	<b>9</b>	<b>9</b>	<b>17</b>	<b>0</b>

#### Undergraduate Institutions:

University of Pittsburgh (2)  
 Slippery Rock University of Pennsylvania (2)  
 Brandeis University, MA  
 Carlow University, PA  
 Duquesne University, PA  
 Eastern Connecticut State University  
 Gannon University, PA  
 George Washington University, DC  
 Gettysburg College, PA  
 Nova Southeastern University, FL  
 Pennsylvania State University  
 Saint Bonaventure University, NY  
 SUNY – Geneseo, NY  
 University Of Maryland - College Park  
 Wayne State University, MI

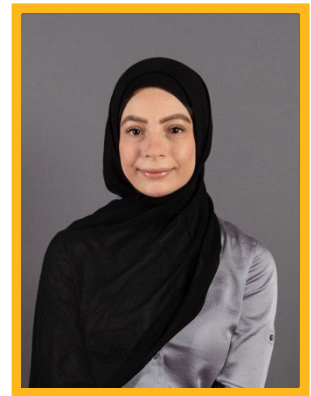
#### Undergraduate Majors:

Biology/Biological Sciences (5)  
 Health Administration (5)  
 Health Science (2)  
 Public Health  
 Behavioral Science  
 Community Health  
 Organizational Development  
 Psychology

# Jenna Bazon

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2020                      **Wayne State University**, Detroit, MI  
*Bachelor of Science in Public Health*

## PROFESSIONAL EXPERIENCE

- 05/2021–08/2022      **Gabecare DirectRX Specialty Pharmacy**, Troy, MI  
*Patient Education and Adherence Specialist*
- Communicated and Coordinate with patients and providers regarding respiratory treatments
  - Ensured patients received every month
  - Processed prescriptions and calculated copays
  - Discussed/informed patients of their treatment for Chronic Obstructive Pulmonary Disease
  - Worked on independent projects assigned by our Director of Health Operations
- 01/2020–04/2020      **ACCESS Community Health and Research Center**, Dearborn, MI  
*Healthcare Operations Intern*
- Reviewed and submitted policies for Health Operations Department
  - Conducted audits of current public health and behavioral health staff
  - Reflected on changes made to programs and staff
- 10/2017–11/2018      **Walgreens**, Dearborn, MI  
*Pharmacy Technician*
- Delivered exceptional service by greeting and serving customers in a timely and friendly manner
  - Assisted with processing, billing, and filling of prescriptions
  - Upheld pharmacy's integrity by adhering to current laws and regulations

## LEADERSHIP AND SERVICE ACTIVITIES

- 01/2019–12/2020      Member, SERVE Detroit
- 01/2018–12/2020      Member, WSU Fresh Start
- 01/2018–12/2020      Member, WSU Orphan Relief

## HONORS AND AWARDS

- 2020                      Deans List, College of Liberal Arts and Sciences, Award-Granting Body/Competition

# Brandon Biju

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022                      **University of Pittsburgh**, Pittsburgh, PA  
*Bachelor of Science in Biology*  
Minor(s): Chemistry, Economics

## PROFESSIONAL EXPERIENCE

- 10/2018–08/2022      **University of Pittsburgh Campus Recreation**, Pittsburgh, PA  
*Student Manager*
- Maintained and oversaw the functioning and overall wellbeing of the University of Pittsburgh Campus Recreation facilities
  - Communicated with Coordinator of Campus Fitness daily about the facilities, attendants, and general information
  - Trained, scheduled, and kept an open line of communication with facility attendants
- 05/2019–12/2020      **Instacart**, Rochester, NY  
*In-Store Shopper*
- Shopped and staged grocery orders in a timely and professional manner
  - Communicated with customers regarding orders and experiences through the Instacart app
  - Plotted most efficient route to take within store depending on customers' orders
- 06/2022–09/2022      **Sienna Mercato**, Pittsburgh, PA  
*Security*
- Ensured and maintained a safe environment for all staff and patrons in the establishment
  - Communicated with guests in a professional manner
  - Used problem-solving skills to resolve issues and conflicts

## LEADERSHIP AND SERVICE ACTIVITIES

- 03/2020–01/2022      President, University of Pittsburgh Men's Rugby
- 11/2019–03/2022      Vice President, University of Pittsburgh Men's Rugby
- 01/2022–04/2022      Undergraduate Teaching Assistant-Biochemistry, University of Pittsburgh
- 04/2021–09/2021      Volunteer, UPMC Shadyside
- 06/2015–09/2018      Volunteer, Seneca Ridge Dialysis Center

## HONORS AND AWARDS

- 2020                      Dean's List, University of Pittsburgh
- 2021                      Clubman of the Year, University of Pittsburgh Men's Rugby

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2022–Present              Coach Level 1, USA Rugby

# Lynkey Cheristin

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*  
Certificate(s): Global Health
- 2021                      **Pennsylvania State University**, Abington, PA  
*Bachelor of Science in Life Sciences*  
Minor(s): Entrepreneurship and Innovation

## PROFESSIONAL EXPERIENCE

- 07/2021–Present                      CGFNS International Inc., Philadelphia, PA  
International Credentials Specialist
- Reviews and evaluates foreign educational credentials of healthcare professionals who apply for licensing in the United States and Canada
  - As needed, responds to clients written and telephone inquiries in a professional manner
  - Conducts research as necessary on the educational documents
- 02/2019–05/2021                      The Pennsylvania State University, Abington, PA  
International Student Orientation Leader & Peer Mentor
- Assisted in the preparation, implementation, and evaluation of International Student Orientation
  - Served as a role model and resource to new international students and their families
  - Guided first year students in the development of skills and strategies needed for their academic success in college
- 02/2018–05/2020                      The Pennsylvania State University, Abington, PA  
*Office Assistant*
- Provided general office reception services and supports the department staffs with daily operations
  - Performed various clerical functions including filing, scheduling, recordkeeping, and copying documents
  - Answered the front desk telephone, convey telephone messages, mail, and data entry

## LEADERSHIP AND SERVICE ACTIVITIES

- 05/2019–05/2020                      Vice President, African Student Organization, PSU Abington
- 05/2021–07/2021                      Pre-Med Volunteer, Abington Hospital – Jefferson Health
- 11/2019–02/2020                      Food distributor Volunteer, Philabundance Fresh Food Distribution, PSU Abington
- 06/2020–05/2021                      Website Director, Abington Anime and Gaming Association, PSU Abington

## HONORS AND AWARDS

- 2021                      Impact Award, Penn State Abington Advisory Board

# Brodey Cowan

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## EDUCATION

- 2024 **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022 **Gettysburg College**, Gettysburg, PA  
*Bachelor of Arts in Health Sciences*  
Minors: Business, History

## PROFESSIONAL EXPERIENCE

- 06/2022–08/2022 **Sanofi**, Pittsburgh, PA  
*Pharmaceutical Market Access Intern*
- Analyzed and evaluated the history of managed care organizations
  - Worked with different managed care models examining the implications of each and their cost/benefit
  - Researched the intricacies of the pharmacy benefit and formulary designs
- 05/2019–08/2022 **Country Pools & Spas**, Natrona Heights, PA  
*Floor Manager*
- Provided friendly customer service
  - Managed store stock and inventory
  - Conducted field work and supply delivery
- 08/2018–11/2021 **Gettysburg College Baseball**, Gettysburg, PA  
*Student-Athlete*
- Balanced 20+ hours of practices, workouts, meetings, and games while taking a full course load
  - Participated in philanthropic activities
  - Met and worked with potential student-athletes through recruiting events and camps

## LEADERSHIP AND SERVICE ACTIVITIES

- 01/2022–05/2022 Member, Gettysburg College Business Club
- 10/2019–05/2022 Volunteer, Big Brothers Big Sisters of York and Adams County
- 08/2018–11/2021 Volunteer, Take ALS Yard
- 08/2018–05/2019 Mentor, VIDA Charter School

## HONORS AND AWARDS

- 2020–2022 Dean's Honor List, Gettysburg College
- 2018–2022 Presidential Scholarship, Gettysburg College
- 2019 Academic Achievement Scholarship, Alpha Tau Omega

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2019–Present Member, Alpha Tau Omega

# Elizabeth Dunphy

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
Master of Health Administration
- 2022                      **Brandeis University**, Waltham, MA  
Bachelor of Science Biology and HSSP (Health, Science, Society, Policy)

## PROFESSIONAL EXPERIENCE

- 04/2021–06/2022        **Framingham Dermatology**, Framingham, MA  
*Administrative and Medical Assistant*
- Assisted with physician referrals, insurance coverage for procedures, answering phone calls and scheduling patients.
  - Assisted in patient visits, greeted patients, and gathered their HPI and medical history
  - Served as scribe during office visits
  - Assisted in treatment procedures and surgeries
  - Communicated with patients about their clinical results
  - Communicated with insurance, pharmaceutical companies, and other physician offices.
- 08/2020–10/2022        **Jake n Joes Sports Grille**, Waltham, MA  
*Server*
- Effectively communicated with guests and attentively listened to their needs
  - Worked quickly and efficiently with staff to provide excellent service
  - Demonstrated strong organizational skills and quick thinking to complete multiple tasks
- 06/2019–08/2019        **UPMC Mercy Hospital**, Pittsburgh, PA  
*Emergency Room Nurse Assistant*
- Assisted ER nurses with their daily duties
  - Helped flip rooms to be ready for the next patient
  - Assisted doctors with daily rounds and assisted nurses in standard procedures
  - Stocked ER carts
  - Helped patients with basic necessities (food, water, walking, providing warm blankets, sitting with patients, etc.)

## LEADERSHIP AND SERVICE ACTIVITIES

- 08/2018–05/2022        Varsity Athlete, Brandeis University, Cross Country
- 08/2018–05/2022        Varsity Athlete, Brandeis University, Track & Field Indoor and Outdoor
- 08/2018–05/2022        Executive Secretary and Health and Wellness Chair, Delta Gamma Chapter Sigma Delta Tau

## HONORS AND AWARDS

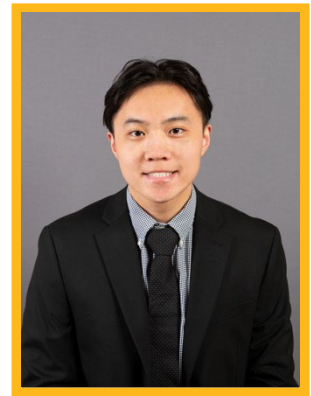
- 2022                      Deans List
- 2022                      UAA All Academic
- 2021                      Deans List



# Alan Jiang

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2021                      **University of Pittsburgh**, Pittsburgh, PA  
*Bachelor of Science in Biological Sciences*

## PROFESSIONAL EXPERIENCE

- 01/2017–08/2022      **Golden Dragon**, Bridgeville, PA  
*Assistant Manager*
- Provided outstanding customer service to explain menu items which increased tips 15%
  - Coordinated with front/back of restaurant to optimize smooth operations by 50%
  - Inquired options on resources/equipment to save money by 20% to enhance services
  - Managed supplies to ensure inventories are at an optimal level
- 05/2021–01/2022      **Rite Aid Pharmacy**, Mount Lebanon, PA  
*Pharmacy Technician*
- Entered scripts, vaccines, and refills into Nextgen to be billed with insurance
  - Counted & label over 200 prescriptions a day to give pharmacist for checkout
  - Restocked 7+ boxes of drugs and organizing patient prescriptions in ABC order
  - Communicated with patients to ensure their satisfaction with the pharmacy
  - Assisted pharmacists with COVID procedure and testing, over 15 patients a day
- 04/2022–08/2022      **University of Pittsburgh**, Pittsburgh, PA  
*Academic Administrator (04-05/22) / Program & Administrative Assistant (05-08/22)*
- Constructed seminar agenda by scheduling professors to connect with guest speaker in SSOE
  - Collaborated with board of BMES to organize undergraduate events, designed 9 academic awards, and created over 80 presentation slides in preparation for student graduation.
  - Supported director and associate director of CREEES with administrative duties
  - Utilized PEX & Concur to process various expenses, invoices, and orders between \$50 - \$10,000
  - Contributed to Project GO and other tasks associated with the student program
  - Handled sensitive forms and contracts through DocuSign to protect confidential agreements

## LEADERSHIP AND SERVICE ACTIVITIES

- 06/2021–08/2021      Peer Advisor, University of Pittsburgh, Dietrich School of Arts and Sciences
- 09/2019–04/2021      University Teaching Assistant, University of Pittsburgh

## HONORS AND AWARDS

- 08/2021                      Magna Cum Laude, University of Pittsburgh
- 01/2018 – 08/2021      Dean's List of Dietrich School, University of Pittsburgh
- 08/2020 – 04/2021      Ready 2 Succeed Scholar, University of Pittsburgh



# Noah Lohman

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2020                      **Eastern Connecticut State University**, Willimantic, CT  
*Bachelor of Science in Health Sciences (Public Health)*

## PROFESSIONAL EXPERIENCE

- 07/2021–07-2022      **Yale University**, New Haven, CT  
*Business Analyst – Salesforce Platform*
- Engaged with clients across the university to gather and deliver complex application requirements
  - Managed application user profiles, roles, permissions, and validation rules to effectively utilize object, field, and record level security
  - Coordinated and Performed QA testing to ensure the delivery of documented functional requirements
- 01/2021–06/2021      **Yale University**, New Haven, CT  
*Technical Analyst – Student and Academic Support Systems*
- Designed and implemented decision-support tools to measure report and user adoption of Jasper reporting platform using SQL Server and Power BI dashboards
  - Coordinated project-work for a DataMart migration effort
  - Developed documentation and video-training content for Jasper reporting platform and Grouper
- 07/2022–12/2020      **Yale University**, New Haven, CT  
*Intern – Digital Accessibility*
- Remediated/updated Yale Sites for the DAYTU Project
  - Contributed Documentation to the Yale UI Component Library

## LEADERSHIP AND SERVICE ACTIVITIES

- 01/2020–05/2020      Teaching Assistant for HSC 302 Research Methods, Eastern Connecticut State University

## HONORS AND AWARDS

- 2018–2020              Dean's List, Eastern Connecticut State University
- 2019                      Outstanding Global/Field Internship, ECSU Department of Health Sciences
- 2019                      Phi Theta Delta national honor society, ECSU Department of Health Sciences

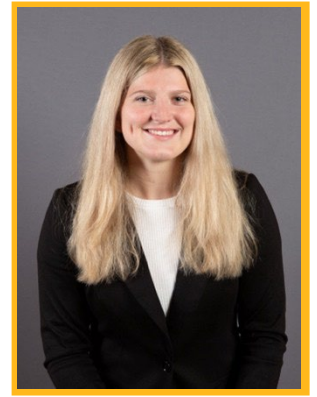
## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2021–Present              Become a Project Manager Certification, LinkedIn Learning

# Emily Maurer

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<https://www.linkedin.com/in/emilymaurer/>



## EDUCATION

- 2025                      **University of Pittsburgh**, Pittsburgh, PA  
                              *Master of Health Administration*  
                              *Master of Business Administration*
- 2022                      **Duquesne University**, Pittsburgh, PA  
                              *Bachelor of Science in Health Administration*  
                              Minor(s): Public Health, Marketing

## PROFESSIONAL EXPERIENCE

- 06/2020–Present        **Primanti Bros**, Pittsburgh, PA  
                              *Server*
- Skillfully anticipate and address guest service needs
  - Effectively work with staff to address customer needs
  - Cross train in multiple areas of store to support business needs
- 08/2021–12/2021       **AHN West Penn Hospital**, Pittsburgh, PA  
                              *HELP Intern*
- Assisted patients in maintaining cognitive and physical function throughout their hospital stay
  - Supported patient needs and transition from hospital to the community
- 05/2021–07/2021       **Sharon Regional Medical Center**, Sharon, PA  
                              *Administrative Intern*
- Worked with Chief Quality Officer, Director of HR, Director of Risk Management, and TCU Administrator to further understand business goals and strategies of a healthcare system
  - Gained knowledge on a spectrum of hospital systems and departments
  - Responsibilities included understanding compliance with healthcare regulations and standards, handling confidential information, gathering, and analyzing hospital acquired data

## LEADERSHIP AND SERVICE ACTIVITIES

- 08/2021–05/2022       Director of Diversity and Inclusion, Alpha Sigma Tau National Sorority
- 08/2021–05/2022       Secretary, Healthcare Administration Association
- 10/2019–08/2021       Service Vice President & Apparel Chair, Gamma Sigma Sigma National Service Sorority

## HONORS AND AWARDS

- 2020–2022               Dean's List, Duquesne University
- 2021                       Pi Kappa Epsilon Health Science Honors Society, Duquesne University

# Saad Meer

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<https://www.linkedin.com/in/saadmeer/>



## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022                      **St. Bonaventure University**, St. Bonaventure, NY  
*Bachelor of Science in Behavioral Neuroscience*  
Minor(s): Business Administration

## PROFESSIONAL EXPERIENCE

- 04/2019–05/2022      **St. Bonaventure University**, St. Bonaventure, NY  
*Student Ambassador*
- Provided tours across campus while answering questions and concerns of parents and students
  - Worked in the admissions office making and answering phone calls, organizing student information, preparing gifts, and performing other administrative tasks
  - Provided insight into academic programs and college life on campus while introducing prospective students to professors as well
- 08/2019–05/2022      **St. Bonaventure University**, St. Bonaventure, NY  
*Peer Tutor*
- Worked with students on identifying and diagnosing the cause of their struggles in classes and worked to fix them
  - Explained difficult concepts and ideas in a manner that was easier to understand and remember for the students
  - Worked to help students develop good study habits as well as develop study schedules so that students would be prepared for exams

## LEADERSHIP AND SERVICE ACTIVITIES

- 08/2018–05/2022      Volunteer EMT, SBU MERT
- 08/2020–05/2022      Associate Justice & Senator SBU Student Government Association
- 08/2020–05/2022      Treasurer & Vice-President, SBU MSA
- 06/2020–09/2020      Recruiter & Content Creator, UnitedCare

## HONORS AND AWARDS

- 2018                      Presidential Scholarship, SBU Office of Admissions

# Marina Mellin

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<https://www.linkedin.com/in/marina-mellin/>



## EDUCATION

2024	<b>University of Pittsburgh</b> , Pittsburgh, PA <i>Master of Health Administration</i>
2021	<b>Carlow University</b> , Pittsburgh, PA <i>Bachelor of Science in Healthcare Management</i> Minor(s): Healthcare Data and Analytics
2019	<b>University of Central Lancashire</b> , Preston, England <i>ISEP Exchange</i>

## PROFESSIONAL EXPERIENCE

05/2020–Present	<b>UPMC Mercy</b> , Pittsburgh, PA <i>Supplemental Health Unit Coordinator</i> <ul style="list-style-type: none"><li>Performed in-office clerical duties including paperwork, data input, and managing phone directories.</li><li>Adapted to ICU, Rehab, and Inpatient Units as needed.</li><li>Managed interactions between staff, patients, and family members.</li></ul>
08/2018–10/2020	<b>The Milk Shake Factory</b> , Pittsburgh, PA <i>Team Trainer</i> <ul style="list-style-type: none"><li>Trained incoming team members on MSF's values, mission, and procedures.</li><li>Maintained a positive and productive environment for customers and coworkers.</li></ul>

## LEADERSHIP AND SERVICE ACTIVITIES

08/2018–05/2019	President, Carlow University's Student Government Association
08/2018–05/2019	First Year Mentor, Carlow University
01/2018–05/2018	Vice President, Carlow University's Student Government Association
11/2017–02/2018	Special Needs Camp Volunteer, Achieva

## HONORS AND AWARDS

2018	Outstanding Student Leader Award, Carlow University
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# Nicholas Schoonover

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<https://www.linkedin.com/in/nicholasschoonover/>



## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022                      **Slippery Rock University of Pennsylvania**, Slippery Rock, PA  
*Bachelor of Science in Health Administration and Management (Finance)*  
Minor(s): Public Health

## PROFESSIONAL EXPERIENCE

- 05/2022–08/2022      **Canton Borough Department**, Canton, PA  
*Recreation Manager*
- Planned, implemented, and managed a range of community recreational events, services, and facilities
  - Supervised and managed community pool operations and pool staff
  - Maximized community involvement and coordinate with other community organizations
- 05/2021–05/2022      **Straub Beer Distributor**, Slippery Rock, PA  
*Sales Associate*
- Found and located items quickly and manage inventory and stock of materials
  - Interacted and built positive customer relationships
  - Utilized technology using codes to keep register system up to date with inventory
- 06/2019–01/2021      **Park Hotel & Brewing Co.**, Canton, PA  
*Restaurant Server*
- Demonstrated constructive body language and communication to bring positive restaurant experiences to customers
  - Actively listened to customers to fully understand their requests and needs
  - Demonstrated patience and social perceptiveness to provide each customer with the same level of service and attention

## LEADERSHIP AND SERVICE ACTIVITIES

- 09/2018–05/2022      Member, MEDLIFE
- 09/2019–05/2022      Member, Future Healthcare Leaders
- 04/2019–04/2020      Vice President of Membership Development, Pi Kappa Alpha Fraternity
- 09/2018–09/2019      Volunteer, Special Olympics of Pennsylvania

## HONORS AND AWARDS

- 2018–2022              Dean's List, Slippery Rock University of Pennsylvania

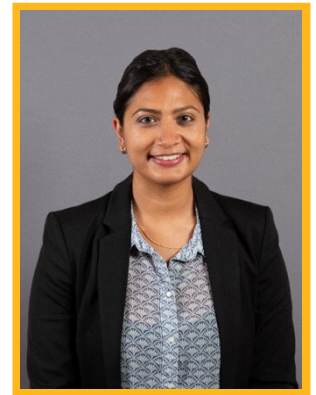
## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2016–Present              CPR/AED Certification, American Red Cross

# Natasha Shah

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
Master of Health Administration
- 2019                      **University of Maryland**, College Park, MD  
Bachelor of Science in Community Health

## PROFESSIONAL EXPERIENCE

- 11/2020–06/2022        **Society for Science**, Washington, D.C.  
Institutional Giving Development Associate
- Increased funding for multiple STEM education related programs for underserved children and general education support
  - Secured corporate and foundation resources needed to achieve outreach program goals
  - Maintained Institutional Giving budget as well as met with Finance department monthly to help track financial goals for the fiscal year
- 09/2019–11/2020        **Cancer Research Institute**, New York, NY  
Development Assistant
- Developed projects to gain new sustaining donors and retain lapsed donors using letters, emails, and other donor engagement tools
  - Provided cradle to grave management on fall and spring fundraising appeals
  - Managed and organized donor database; analyzed data with queries and appeal reports
- 01/2019–12/2019        **Maryland State Senate, Office of Senator Guy Guzzone**, Annapolis, MD  
Legislative Intern
- Tracked and monitored Senate bills pertaining to public health issues
  - Conducted research on constituent emails regarding issues within the county and state
  - Attended constituent meetings to discuss their positions on legislation

## LEADERSHIP AND SERVICE ACTIVITIES

- 11/2021–Present        Board Member, Inclusion, Diversity, Equity and Access (IDEA) Committee
- 08/2020–Present        Director, Association of South Asian A Cappella (ASA)
- 01/2022–06/2022        Member, Diversity, Equity, and Inclusion Committee, Society for Science

## HONORS AND AWARDS

- 2022                      Dawn Gideon Scholar, Dawn Gideon Foundation
- 2022                      Diversity Scholarship Recipient, Association of Fundraising Professionals (AFP) - D.C.

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2021–Present            Member, Association of Fundraising Professionals (AFP) - D.C.
- 2019–Present            Member, Association of South Asian A Cappella (ASA)
- 2020                      Financial Acumen for Non-Financial Managers, University of Pennsylvania, Coursera Certification

# David Singh

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## EDUCATION

- 2024 **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2021 **Nova Southeastern University**, Fort Lauderdale, FL  
*Bachelor of Science in Biology*  
Minor(s): Honors Transdisciplinary  
Certificate: Tri-Beta Biology Honors Society, Honors College, Order of Omega

## PROFESSIONAL EXPERIENCE

- 04/2019–08/2022 **PGA TOUR Superstore**, Tampa, FL and Plantation, FL  
*Club Fitting Specialist*
- Provided world-class experience to every customer, while engaging customers throughout the golf club fitting process
  - Maintained a high level of product and industry knowledge to pass on to customers by learning new products, technologies, and services
  - Executed data comparisons to help judge performance difference between golf clubs
- 03/2022–08/2022 **North Tampa Psychiatric and Associates**, Tampa, FL  
*Secretary Assistant*
- Initiated the proper billing procedure for patients and kept proper documentation
  - Scheduled patients for future visits and organized charts in order of physician's schedule
  - Updated medical records pertaining to patients' visits
- 09/2021–01/2022 **Florida Medical Clinic**, Tampa, FL  
*Medical Scribe*
- Recorded physician's interaction with patients while organizing medical documentation
  - Summarized paperwork, referrals, and prescription data before, during, and after visit
  - Updated medical records and entered data pertaining to patients' records and visits

## LEADERSHIP AND SERVICE ACTIVITIES

- 08/2020–05/2021 President 64, Nova Southeastern University
- 05/2020–08/2020 Clinical Shadow, Dr. Robert Norman's Dermatology Clinic
- 11/2018–11/2019 Vice President of External Affairs, Kappa Sigma Fraternity
- 08/2016–Present Junior Coach. Alumni Mentor, The First Tee
- 08/2010–05/2021 Pantry Volunteer, Various Programs and Clubs

## HONORS AND AWARDS

- 2021 Honorable Mention: Undergraduate Student Symposium, Nova Southeastern University
- 2020 Dean's List, Nova Southeastern University
- 2020 Outstanding Vice President, Kappa Sigma Fraternity

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 03/2020–05/2021 Member, Tri-Beta Biology Honors Society
- 01/2020–05/2021 Member, Order of Omega
- 11/2017–Present Member, Kappa Sigma Fraternity



# Brianna Smith

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## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022                      **Slippery Rock University of Pennsylvania**, Slippery Rock, PA  
*Bachelor of Science in Health Administration and Management (Long-Term Care)*

## PROFESSIONAL EXPERIENCE

- 06/2022–Present                      **Concordia at Rebecca Residence**, Allison Park, PA  
*Nursing Assistant/Medication Technician*
- Provide excellent direct care to residents while assisting with activities of daily living
  - Prepare, administer, and document all medications
- 12/2021–01/2022                      **Concordia at Rebecca Residence**, Allison Park, PA  
*Personal Care Home Administrative Intern*
- Experienced interdisciplinary coordination between all levels of the continuum of care
  - Collated resident care specifics to create efficient personal care resident matrix
  - Assisted Administrator with admissions and resident records organization
- 05/2020–05/2022                      **Wildwood Golf Club**, Allison Park, PA  
*Food Service Attendant*
- Provided quality customer service to all members while efficiently completing requests
  - Compiled and uploaded member's information and orders into point-of-sale system
- 05/2017–02/2020                      **UPMC Lighthouse Pointe at Chapel Harbor**, Pittsburgh, PA  
*Food Service Attendant*
- Ensured residents received quality dining services in a home-like atmosphere
  - Trained new employees and ensured long-term implementation of shift expectations

## LEADERSHIP AND SERVICE ACTIVITIES

- 01/2019–05/2022                      Member, Future Healthcare Leaders
- 02/2020–11/2021                      Vice President of Education and Secretary, Alpha Sigma Tau Sorority
- 02/2020–04/2021                      Volunteer, Don't Stop Dreamin'

## HONORS AND AWARDS

- 2018–2022                      Dean's List, Slippery Rock University of Pennsylvania
- 2022                      Summa Cum Laude, Slippery Rock University of Pennsylvania

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 01/2022–11/2022                      Personal Care Home Administrator License, Butler County Community College
- 03/2022–03/2024                      EssentiALZ Certification, Alzheimer's Association
- 03/2022–03/2024                      CPR/First Aid/AED Certification, American Heart Association

# Kathryn Wallace

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<https://www.linkedin.com/in/kathryn-wallace-/>



## EDUCATION

- 2024                      **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022                      **State University of New York at Geneseo**, Geneseo, NY  
*Bachelor of Arts in Psychology*  
Minor(s): Human Development

## PROFESSIONAL EXPERIENCE

- 09/2019–05/2022      **SUNY Geneseo**, Geneseo, NY  
*Student Caller for College Advancement*
- Called alumni of all ages to fundraise for SUNY Geneseo's Annual Fund
  - Updated alumni Smartcall database with new information
  - Utilized active listening skills throughout conversations with alumni and answered questions and concerns they have related to SUNY Geneseo
- 01/2021–05/2022      **SUNY Geneseo**, Geneseo, NY  
*Research Assistant in Marginalization Lab*
- Assisted in research on conceptual metaphor theory, ambient belonging cues in digital spaces, and precarious manhood
  - Ran participants to gather data that can later be analyzed and interpreted
  - Worked collaboratively to create research poster presentations
- 06/2018–08/2021      **Shaker Rehabilitation and Nursing Center**, Albany, NY  
*Summer Intern*
- Led activities that physically and mentally engaged residents during summer months
  - Organized stimulating games and events for senior residents with memory disorders
  - Built connections with residents through one-on-one discussions

## LEADERSHIP AND SERVICE ACTIVITIES

- 08/2021–05/2022      Supervisor Caller for College Advancement, SUNY Geneseo
- 08/2019–05/2022      Volunteer and Semester Intern, Home Away from Home Respite Program, SUNY Geneseo
- 09/2020–Present      Silver Line Friendly Caller, Lifespan of Greater Rochester Inc.
- 03/2019–05/2022      Volunteer, Morgan Estates Senior Living, Geneseo

## HONORS AND AWARDS

- 2022                      Magna Cum Laude and President's List, SUNY Geneseo
- 2020                      Member, Psi Chi, Psychology Honors Society
- 2018–2022              Dean's List, SUNY Geneseo
- 2022                      Public Health Futures Award, University of Pittsburgh
- 2022                      Health Policy and Management Achievement Award, University of Pittsburgh
- 2022                      Nathan Hershey Endowment in Health Administration, University of Pittsburgh

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 01/2021–Present      Social Behavioral Educational Researcher, CITI Program Certification

# Robert Wertheim

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<https://www.linkedin.com/in/robertwertheim>



## EDUCATION

2025                      **University of Pittsburgh**, Pittsburgh, PA  
                              *Master of Health Administration*  
                              *Master of Business Administration*

2018                      **The George Washington University**, Washington, DC  
                              *Bachelor of Arts in Organizational Sciences*  
                              Minor(s): Public Health

## PROFESSIONAL EXPERIENCE

07/2018–06/2022      **Optum (part of UnitedHealth Group)**, Lake Success, NY  
                              *Finance Intern, Financial Analyst, Senior Financial Operations Analyst*

- Secured \$150M+ in capital funding to create eight multi-specialty medical clinics across Long Island
- Implemented productivity-based compensation models for healthcare providers across all service lines, reviewed provider contracts, collaborated with legal team to draft new agreements
- Conducted value analyses on specialty drugs to seek true profitability, pricing errors, and rebate opportunities; instituted biosimilar standardization and GPO standardization company-wide
- Responsible for maintaining annual capital budget of \$100M+ and conducting financial analysis to seek project desirability

06/2017–09/2017      **Northwell Health**, Lake Success, NY  
                              *Administrative Intern*

- Analyzed vendor contracts and financial statements; ensured that vendors would be paid properly and in a timely manner
- Communicated regularly with Accounts Payable Manager to ensure delivery of all items ordered by the 20+ hospitals in the Northwell Health System
- Organized an emergency management book for hospital leadership; served as guide on which vendors to contact in case of natural disaster

## LEADERSHIP AND SERVICE ACTIVITIES

02/2017–05/2017      Volunteer, The George Washington University Hospital

03/2020–06/2022      Physician Compensation Committee Member, Optum Tri-State (part of UnitedHealth Group)

## HONORS AND AWARDS

2014                      Presidential Academic Scholar, The George Washington University

# Shae Wilson

[shae.wilson@pitt.edu](mailto:shae.wilson@pitt.edu)

<https://www.linkedin.com/in/shaewilson/>



## EDUCATION

- 2024 **University of Pittsburgh**, Pittsburgh, PA  
*Master of Health Administration*
- 2022 **Gannon University**, Erie, PA  
*Bachelor of Science in Business Administration (Healthcare Management)*  
Minor: Biology

## PROFESSIONAL EXPERIENCE

- 08/2022–Present **Allegheny Health Network- Allegheny General Hospital**, Pittsburgh, PA  
*Emergency Department Patient Access Coordinator*
- Identified patient financial responsibilities, collected liabilities and post payment transactions as appropriate in the ADT system and performed daily reconciliation
  - Verified insurance and identified payor authorization or referral requirements
  - Collaborated daily with the clinical team, first responders, patients, physician offices and designated external agencies or vendors
- 12/2021–07/2022 **Allegheny Health Network-Saint Vincent Hospital**, Erie, PA  
*Heart Center and Emergency Department Patient Access Coordinator*
- Updated patient charts and verified proof of insurance for over 100 patients a day
  - Sent and received insurance authorizations to create patient services estimates
  - Contacted patients by phone for preregistration, scheduling, and billing updates.
- 05/2021–02/2022 **BAYADA Pediatrics**, Erie, PA  
*Client Service Management Intern*
- Completed weekly payroll for over 150 nurses and home health aides
  - Sent and received insurance authorizations for over 65 clients through payer portals
  - Managed filing of health records for all clients through AlayaCare and Bears

## LEADERSHIP AND SERVICE ACTIVITIES

- 09/2017–11/2021 Volunteer, Soldiers and Sailors Home
- 09/2017–08/2018 Chair, Model United Nations
- 05/2017–09/2017 Volunteer, Twinbrook Healthcare and Rehabilitation Center

## HONORS AND AWARDS

- 2022 Honors Scholar, Gannon University Honors Program
- 2022 Cum Laude, Gannon University
- 2017–2022 Dean's List, Gannon University Morosky College of Health Professions and Sciences/College of Engineering and Business

## PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 10/2018–Present Certification, Health Insurance Portability and Accountability Act (HIPPA)
- 09/2020–05/2022 Member, Alpha Kappa Psi-Business Fraternity
- 05/2021–05/2022 Certification, Cardiopulmonary Resuscitation (CPR)