

Bailey Cherrington

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Provo, UT 84604

Highly efficient and diligent undergraduate student with an affinity for clerical and administrative work looking to gain work experience. Proficient in scheduling appointments and extensive data entry. A cooperative team-player who is attentive to details and produces high-quality results.

EDUCATION

BACHELOR OF SCIENCE IN NEUROSCIENCE CANDIDATE

Expected graduation Dec 2023

Brigham Young University, **Provo, UT**

Relevant Coursework

- Advanced Physiology
- Neuroanatomy
- Cognition
- Organic Chemistry
- Behavioral Neuroscience
- Microbiology

Awards & Honors

- Dean's List Spring 2022

EXPERIENCE

REFERENCE ASSOCIATE

Provo, UT

BYU Harold B. Lee Library

August 2022 - Present

- Processed lending, return and renewal of library items with library computer systems.
- Troubleshoot technological issues as patrons presented them
- Assisted the science and engineering subject librarians in their research projects.

RESEARCH ASSISTANT

Provo, UT

BYU

January 2022 - Present

- Gathered, arranged and corrected research data to create representative graphs and charts highlighting results for presentations
- Planned, modified and executed research techniques, procedures and tests
- Validated incoming data to check information accuracy and integrity while independently locating and correcting concerns

SPORTS CAMP COUNSELOR

Provo, UT

BYU Athletics

June 2021 - August 2021

- Coordinated and led group activities for campers and counselors
- Developed camp emergency procedures and shared with other counselors in preparation for serious event or injury

SKILLS

- Lab Operations
- Analytical and Creative Problem Solving
- Questionnaire Development
- Scheduling
- Dependability
- Multitasking and Organization

CERTIFICATIONS

- CITI Human Subject
- HIPAA
- MRI Training