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| **ISHITA** SEN  University of South Florida Tampa FL. 33620 · +1-(646)-920-9827  · ishitasen@usf.edu · |
| Observant Undergraduate with commitment to hard work and knowledge regarding Psychology. Responsible participant in research and research activities. Meticulous and thorough with the work given. Hard working and will make sure to complete work to the best of my ability on time. I am a friendly person and get along with everyone but cannot tolerate rude people. I will do my best and provide the best results and can adapt well to the given situation and environment. |

# Work experience

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| 2021-11 – CurrentBulls nite out Director, Event planning, Centre for student involvement, university of south florida  * Plan weekly event conducted every Fridays * Contact vendors * Organize and supervise the events * Work with a team to plan and execute the ideas * Hold meetings and discussions * Work with different organisations and people to finalize venues, budget, etc. * Organize large sized college events.  2021-10 – currentVolunteer, Advent health  * Cancer care radiation therapy:   + Check-in patients for chemotherapy   + Clerical work at the nurse’s station   + Help patients at the waiting room   + Make hourly rounds for patients waiting for ultrasound, x-ray, and MRI * General Volunteer:   + Helped with patient/visitor escort, front desk assistance, inquiries.   + Reported patient requests, concerns, and other observations to staff.   + Assessed patient room and care environment to optimize patient comfort by keeping area free of clutter.   + Provided support and companionship to patients in need of assistance.   + Transported patients and helped with discharge procedures.   + Adhered to policies and procedures to promote hospital mission and vision. * Oncology department:   + Answer phone at nurse’s station   + Answer call bells   + Keeping patients safe by continuously observing patients at risk of falling, elopement, or suicide.   + Empty trash   + Assist with keeping patients’ room, break rooms, nutrition rooms and nurses’ stations clean and tidy.   + Distribute warm blankets and pass ice water   + Organize supplies, medicine, and equipment in the equipment room.   + Registered outpatient and logged in patient information.  2022-01 – 2022-08USF Esport Castor, League of Legends, University of south florida  * Casted for the USF League of Legends esports team. * Streamed on USF esport Twitch channel. |
| 2021-10 – 2022-08Volunteer, Usf Student health services  * Help during COVID and vaccine. * Resolved customer inquiries and complaints promptly and with professionalism. * Conducted inpatient comfort care rounds to promote patient satisfaction. * Adhered to policies and procedures to promote hospital mission and vision. * Reported patient requests, concerns, and other observations to staff. * Provided support and companionship to patients in need of assistance.  2022-01– 2022-05intern, create, metropolitan ministeries  * Talking to kids if they have any concerns or conflicts * Picking them up from school * Giving them snacks and making sure they clean up before and after * Help them wash their hands or tend to their minor injuries * Play with them or read them something * Overall help if they need any kind of assistance * Participate in CREATE exercises to help the kids cope  2021-09 – 2021-10research assistant, EMac (eye movement and cognition lab) at usf  * Ran participants using EEG device and eye tracker devices. * Assess the study results. * Attended weekly meetings to discuss journal papers. * Gathered, arranged, and corrected research data to create representative graphs and charts highlighting results for presentations. * Organized participant-informed consent waivers and research scope documentation. |

# Education

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| 2006-04 – 2020-03high school, st. mary’s convent inter college  * Ranked in top 2% of class; 4.0 GPA * Class captain in 9th grade, 2016 * Member of student government (Captain) in 12th grade, 2019 |
| 2020-08 - currentbachelor of arts: psychology, university of south florida  * Major: Psychology * Minor: Criminology * Completed Forensic psychology, Intro to Psychology and Psychological Statistics, Drugs and behaviour, Health psychology, research methods in psychology, Behaviour Modification, Physiological Psychology, Abnormal Psychology and Community Mental Health, Gangs, Theories of criminal behaviour and Movies, memoirs, and mental illness, drugs and crime, death penalty, crime mapping with ArcGIS, the life cycle and brain and behaviour. * Currently taking Psych tests and measurements, group counselling addictive disorders, psychology of gender and drones for information profession. |

# Skills

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| * Graphic Designing * Lab operations * Research reporting * Specimen and sample preparation * Questionnaire development | * Event planning * Specimen handling * Meeting participant * Clinical trial support * Inventory and supply management |

# Activities

### 2021-01 – current

## dance coordinator, cxc dance club at usf

* Coordinate the group and manage the events.
* Teach choreographies to the dance crew.
* Plan the theme and costumes.

### 2022-12 – current

## dancer, mizrana dance at usf

* Dancer for the Bollywood fusion dance team at USF

### 2020-08 – current

## Graphic designer, usf undergraduate research journal

* Made the design for the first issue of the undergraduate research journal
  + Link: <https://digitalcommons.usf.edu/thrive/1/>

### 2022-01 – current

## Graphic designer, Sparks Magazine

* Design different articles for respective authors and their article.
* Sparks latest issue out now: <https://issuu.com/sparksmagazine/docs/issue_22_usf>

### 2022-01 – current

## Writer, Sparks Magazine

* Design different articles for respective authors and their article.
* Sparks latest issue out now: <https://issuu.com/sparksmagazine/docs/issue_22_usf>

### 2022-01 – current

## Programming director, Sparks Magazine

* Plan social and fundraising events and coordinate the working of the social events in the organisation.

### 2022-09 – current

## Secretary, Acts of kindness club USF

* Plan social and fundraising events and coordinate the working of the events in and outside the organisation.

### 2020-08 – 2022-05

## Marketing director, dance club at usf

* Made the social media posts for the organisation
* Promotion events
* Planning and executing marketing ideas

# past experience

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| research lab  * Participated in Psychological research for emotions and expressions * Participated in a study for reward and punishment using EEG machine at USF * Conducted an experiment on memory and learning  miscellaneous  * Volunteered with an NGO and worked for people suffering from leprosy * Volunteered at a blind school * Volunteered at a plantation drive * Took part in leadership training program * Volunteered and taught at a primary school |

# Certificates & licenses

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| research lab  * CITI certificate * Coursera First Step Korean Language certificate from Yonsei University |

# languages

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| * English: Fluent * Hindi: Fluent * Bengali: Fluent | * Nepali: Very good * Korean: Good |

# Software

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| * Microsoft Office * Adobe Cloud:   + Adobe photoshop   + Adobe After effects   + Adobe Illustrator   + Adobe Spark post * ArcGIS pro |  |

# interests

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| * Forensic Psychology * Dance * Graphic Designing * Psychological Disorders | * Event planning * Drug Discovery * Addiction |