

CINDY NGUYEN

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EDUCATION

University of California, Riverside

Expected Graduation Date: June 2020

B.A Psychology

EXPERIENCE

Tzu Chi Ezstrand Elementary School Tutoring | Tzu Chi- *San Dimas*

October 2019 – Present

- Assisted in developing lesson plans for students to promote education and well-being by recommending various activities to the teacher
- Enforced rules and regulations by providing counseling and guidance to any student
- Monitored students under supervision of a teacher to encourage the participation of all students
- Promoted students to reach milestones by encouraging and aiding them with any problems they might encounter

Subway Sandwich Artist | Subway Corporation- *Riverside, CA*

August 2019 – Present

- Handled customer questions and complaints during business hours
- Trained new employees to meet safety standards
- Ensure freshness of food and ingredients by checking for quality, keeping track of old and new items, and rotating stock
- Opened the store multiple times a week on time to prepare ingredients and make bread for future sales in the day

RA for the Interdisciplinary Dyslexia Literature Review Committee | UCR's Brain Game Center – *Riverside, CA*

April 2019 – July 2019

- Researched and used my newly found knowledge to make connections between mine and other published author's findings on dyslexia
- Read and connected literature review papers to better understand how dyslexia occurs and how different treatments may help various forms of dyslexia
- Introduced new information about dyslexia to team through powerpoint presentations

Camp Leader | Vietnamese Eucharistic Youth Society – *Garden Grove, CA*

March 2016 – April 2016

- Assisted in the planning of games and activities to promote a stronger bond within the organization
- Clarified any questions or concerns that parents may have about the experiences and expectations of camp in a professional manner
- Engaged with new camp members to familiarize and welcome them
- Provided counseling to camp members to implement a fun and safe environment

SKILLS

Language – Bilingual in Vietnamese

Microsoft Office – Word, PowerPoint, Excel

Social Media – Facebook, Twitter, Instagram, YouTube, Snapchat

ACTIVITIES

- Alpha Phi Omega, Co-Ed Service Fraternity
- American Red Cross
- California Scholarship Federation
- Girl Scouts of America
- Key Club
- Vietnamese Eucharistic Youth Society