


ALANA JOHN

CONTACT

 (631) 994-5640

 alana.m.john@gmail.com

 West Harlem, NY and
South Setauket, NY

EDUCATION

Pursuing Bachelors in Science in
Biomedical Sciences

Sophie Davis School of Biomedical Science

2022 - expected 2029 GPA 3.62

A combined seven-year BS/MD program housed at CCNY and focused on serving medically underserved communities as primary care physicians.

Relevant Coursework

Organismic Biology
General Physics I and II
General Chemistry
Writing for the Sciences

High School Honor's Diploma

Ward Melville Senior High School

2019-2022 GPA 4.1

A public high school in East Setauket, NY.

QUALIFICATIONS

Key Skills: Team leadership, writing, critical thinking, communication, email marketing, customer service

Certifications and Knowledge: CPR, Photovoice Research

Applications: Google Workplace, Microsoft Outlook, Canva, Constant Contact, Sender. Twitter, Instagram

Languages: Fluent in English, proficient in French, can speak in Malayalam

PROFILE

Leader, writer, learner, and communicator interested in helping resolve health inequity, foster community outreach, and serving the underserved. Committed to maintaining and creating professional relationships with colleagues and customers to foster a fruitful working environment and experience, as well as garnering great results and addressing concerns promptly and fully. Always willing to learn, develop new skills, and widen understanding. Positive outlook, charismatic, and hardworking.

WORK EXPERIENCE

Public Relations Manager

New Moon - volunteer 2020-2022

Corresponded with school representatives to set up educational events and foster relationships.

- Sent hundreds of emails to schools, teachers, and possible presentation sites to garner work and community outreach
- Set up multiple events across Long Island to teach elementary school children about astronomy

Head of Email Marketing

Done Waiting - volunteer 2020-2021

Specialized in communication, correspondence, and service. Wrote and sent out three mass emails per week to 13,000+ people, conducted external correspondence with members nationwide, and helped oversee 400+ members. Directly influenced the growth of existing organization funders by developing good rapport, propagating information, and swiftly answering queries.

- Significantly increased enrollment to mailing lists and donations
- Cultivated important relationships with customers
- Researched and conveyed policies effectively

Restaurant Hostess

Chili's - paid 2021

Ensured order, cleanliness, and efficiency during meal shifts. Performed tasks swiftly and thoroughly. Dependable, punctual, and hardworking

- Acts as a true team player, helping waiters bus and clean tables during all shifts

Sales Associate

Journey's Kidz - paid 2021

Successful in customer satisfaction, sales, and efficiency. Routinely worked with children, earned stellar customer reviews, and went above and beyond expectations.

- Sold thousands of dollars over sales goal
- Significantly increased sales to over 120% of the store goal every day worked
- Routinely exceeded store quotas for sneakers, socks, and accessories

Phone Banker

Solomon Rajput for U.S. Congress - volunteer 2020

Member of the largest American political campaign in history. Worked for a candidate for the U.S. Congress in Michigan's 12th Congressional District.


- Called voters for 12-14 hrs/week, gathering hundreds of emails, answering questions and directing customers to different local and national resources
- Garnered many donations and emails from voters

ALANA JOHN

CONTACT

 (631) 994-5640

 alana.m.john@gmail.com

 West Harlem, NY and
South Setauket, NY

ACHIEVEMENTS

- 2022 Senior English Award in Poetry and Creative Writing
- Silver Key from the Regional 2021 Scholastic Art & Writing Awards
- Superior Writing Award from the National Council of Teachers of English (NCTE) - one of 17 New Yorkers to be recognized
- Honorable Mention in the Regional 2020 Scholastic Art & Writing Awards
- 2019 Y's President's Exceptional Award
- 2019 President's Education Award for Outstanding Academic Excellence
- 2019 R.C. Murphy Junior High School Outstanding Achievement in English Award
- Honorable Mention in 2018 Toshiba/NSTA ExploraVision Program
- 2018 1st place winner for the Scripps Regional Spelling Bee at R.C. Murphy Junior High School
- Gold Key in 2018 Northeast Art Region-At-Large Scholastic Competition
- Silver Medal in the National 2018 Scholastic Art & Writing Awards

Tutor

Khyati Mehta - paid

2020

Tutored twin children 5 days a week for 2 hours a day. Taught reading, writing, math, science, and history while also incorporating simple experiments, art projects, and play. Helped with homework while also offering enrichment and higher-level learning.

Regional Youth Representative

Y's Men International - volunteer

2019-2022

Corresponded with other youth representatives from South Korea, India, Denmark, Latin America, etc. Led meetings and reached out to the community to set up service opportunities for students, make speeches at meetings, and garnered greater youth participation.

- Organized student-led environmental awareness campaigns, astronomy nights, and park clean-ups involving participants across three NY counties
- Gave speeches on a regional level and adjudicated fundraisers
- Wrote and designed monthly bulletins sharing club happenings and articles

Setauket Fire Department Junior Explorers

Setauket Fire Department - volunteer

2020-2022

Practiced and learned firefighting and EMT skills including charging hoses, CPR, dispatch tones, search and rescue, and rope techniques. Volunteered to participate in parades, start food drives, and teach the community.

Shadowing Dr. Shilpee Ferdousi

Dr. Shilpee Ferdousi in Patchogue, NY - volunteer

2021

Regularly took patient vitals, learned medical terminology, inputted information into the CureMD system, and made medical connections under the supervision of a doctor. Went weekly during school breaks.