

Cecilia Nguyen-Do
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EDUCATION

B.S. Psychology

University of Houston
Minor: Philosophy and Public Relations

May 2019
Overall GPA: 3.855

Relevant Coursework:

Intro to Methods in Psychology, Cultural Psychology, Intro Psychology Stats, Intro to Social Psychology, Psychology of Personality, Industrial-Organizational Psychology

CONFERENCE PRESENTATIONS AND PUBLISHED ABSTRACTS

Tomkins, M., Neighbors, C, & **Nguyen-Do., C.** (2019). Tell me who your friends are and I'll tell you who you drink with: Specific social network members influence on drinking. *Alcoholism: Clinical and Experimental Research*, 43(s1), 72A.

RESEARCH EXPERIENCE

Research Assistant

Social Influences and Health Behaviors Lab
University of Houston
Director: Clayton Neighbors

August 2018- present

Responsibilities: Oversee and collect data for a study on belongingness, facilitate orientations and sessions with participants for a R01 grant-funded study, coded qualitative data for an R21 grantfunded study, manage studies through SONA, search for relevant literature pieces for studies, beta-test surveys to ensure quality, design and program surveys on Qualtrics.

WORK EXPERIENCE

Teacher/Front Desk Clerk

Momentum Learning Academy

Responsibilities: Inform prospective clients about different services, manage the after-school program, educate elementary students on various subjects, answer the phone in a professional and pleasant manner, perform clerical work such as printing and copying.

June 2019-Present

Intern

Catholic Charities Counseling

May 2018-August 2018

Responsibilities: Sorted, scored, and entered seven months' worth of participants' Patient Health Questionnaire and Partners for Change Outcomes documents in the span of a month, maintained filing system by creating new participant file folders and continuously updating clients' data.

Intern

May 2017-August 2017

Sewa International

Responsibilities: Collaborated with other interns to develop and manage events, designed flyers to gather more participants for events, participated in health camps for underprivileged families, tutored refugee and immigrant students in ASPIRE and SLI programs, mentored two high schoolers.

Intern/Associate

June 2016- November 2016

RailEyes

Responsibilities: Researched, analyzed, and configured a list of possible clients, contacted potential clients by utilizing phones and email, developed a database and method for gathering information.

TEACHING EXPERIENCE

Instructor

December 2015-August 2016

Kumon

Responsibilities: Provided students with support on math and English concepts, delegated assignments to fellow colleagues, performed inventory of paperwork and maintained inventory records.

Volunteer Cathechist

August 2013-May 2018

Christ Incarnate Word Church

Responsibilities: Constructed weekly lesson plans and activities, communicated with parents about lessons plans and grades, mentored and guided teacher assistants to prepare them to teach.

Volunteer Teacher's Assistant

August 2011-May 2015

Christ Incarnate Word Church

Responsibilities: Enriched students' understanding of the Vietnamese language, held conferences with parents regarding students' achievements and grades, trained students for annual Vietnamese contest.

MEMBERSHIP

Vice President

March 2017-March 2019

Circle K International at the University of Houston

Responsibilities: Led the organization to win a collective 26 district awards and 3 international awards throughout terms, coordinated major events such as Trunk 'r Treat, Spring Banquet, DCON, etc., created methods to communicate with members, communicated regularly with chairs and committees to ensure events' successes, organized bimonthly meeting presentation and agendas and presented at each meeting to update and inform members.

AWARDS AND SCHOLARSHIPS

International Club Achievement Award	2019
Outstanding Student Organization Award	2019
President's Volunteer Service Award	2019
College of Liberal Arts and Science Dean's List	<i>Fall 2015, Spring 2016, 2017, 2018, 2019 (Spring)</i>
Outstanding Chapter Vice President	2019
T-O Foundation Scholarship (\$1000)	2019
Outstanding Chapter Award	2018, 2019
Academic Excellence Scholarship (\$28,000)	2015

SKILLS

Languages: Vietnamese, English

Computer Programs: Microsoft Excel, Microsoft Powerpoint, Microsoft Word, Qualtrics, Canva

Other: First Aid Certified