**Nicole Marie Mendoza Hung**

Miami, FL | (786)795-5119 | nicolemariehung@gmail.com

### Professional Summary

Medical Assistant and patient centered premedical student adept at supporting in patient assessment, documenting patient care, and aiding doctors with duties as required. Offers knowledge of medicine, well-developed observation skills and significant ability to perform well in team environments.

### Education

### FLORIDA INTERNATIONAL UNIVERSITY Honors College Miami, FL

Bachelor of Science in Biological Sciences. January 2023 - Present

**MIAMI DADE COLLEGE. Undergraduate school** Miami, FL

Associate in arts. Premedical Pathway May 2022- December 2022

**UNIVERSIDAD DE CIENCIAS MEDICAS “MANUEL FAJARDO”** Havana, Cuba

Medical School September 2018 – December 2021

### Professional Experience

**MIAMI NEUROLOGY AND INTERVENTIONAL PAIN CENTER** Miami, FL

 ***Medical Assistant*** December 2022– January 2024

* Administered medications and injections under physician guidance and assisted with neurodiagnostic testing, including MOCAs, EEGs and EMGs, ensuring patient comfort and procedure accuracy. Coordinated care with other healthcare professionals, such as physical therapists and specialists ensuring mobility and transfer.
* Managed over 30 patient records a day with strict adherence to HIPAA guidelines, efficiently handling, scheduling, and requesting Prior Authorizations for specific medications through insurances, resulting in enhanced operational efficiency.

### CLUB PILATES Miami, FL

***Costumer Service / Sales Representative*** April 2022 – December 2022

* Drove revenue growth through strategic sales of memberships, consistently meeting or exceeding sales targets by effectively communicating the benefits of Pilates and fostering long-term client relationships.
* Managed client inquiries, scheduling, and account management with a 76% percent in efficiency and accuracy.

### Research Experience

### CARDIOVASCULAR MATRIX REMODELLING LAB Miami, FL

***Undergraduate trainee*** August 2023 – Present

* Studying fundamental mechanistic differences between homeostatic Osteoblast mineralization and pathological vascular calcification via the release of extracellular vesicles

### UNIVERSIDAD DE CIENCIAS MEDICAS DE LA HABANA. Havana, Cuba

**Instituto de Cardiologia y Cirugia Cardiovascular**  2021

***"Clinical and Epidemiological Characterization of Patients with Atrial Septal Defect and Surgical Corrections, 2015-2018"***

* Conducted comprehensive clinical and epidemiological analysis of patients diagnosed with atrial septal defect and participated in data collection, analysis, and interpretation of results.

### Volunteer Experience

**UNIVERSITY OF MIAMI. Bascom Palmer Eye Institute** Miami, FL

 ***Patient and Family Centered Care Advisor*** August 2022– May 2023

* Worked with staff members to review and improve processes related to facilities, operations, and patient education materials, acting as a liaison between patients and healthcare providers to ensure that the needs were being met.

**UNIVERSIDAD DE CIENCIAS MEDICAS DE LA HABANA. Instituto de Cardiologia y Cirugia Cardiovascular** Miami, FL

 ***Student Surgical Assistant*** January 2019– January 2022

* Aided surgeons in preparing patients for pre and post-surgery, which involved cleaning and disinfecting incision sites, helping to transfer patients to recovery rooms, and keeping accurate records of the procedure.
* Interviewed and communicated with patients, performed various therapeutic procedures, and assisted in diagnostic and treatment decision making under doctors’ supervision.

### Certifications

Florida Registered Medical Assistant

Basic Concepts and Technology in Phlebotomy

Electrocardiogram (EKG)

Basic Life Support Certification (BLS)

Cardiopulmonary Resuscitation (CPR)

Working with the IACUC. Lab Animal Research. Working with Mice in Research Settings

FIU Development Training

### Skills and Abilities

**Technical:** Basic Software skills, Microsoft Office Suite, Google Workspace, Statistical Analysis and Data Modeling, System Administration, EMR softwares Care Cloud and EPIC

**Laboratory:** Cell culture, EV isolation, Gross Dissection

**Language:** Fluent in English and Spanish, Conversant in French.