

**Current Address:**  
1725 13<sup>th</sup> Ave  
Oakland, CA 94606

**Selby Glynn**  
selbymarieglynn@gmail.com  
(217) 341-8056

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**EDUCATION**                      **University of Illinois at Urbana-Champaign (UIUC)**

May 2016

*Bachelor of Science in Community Health*

Cumulative GPA: 3.40/4.00

*Relevant Coursework: Public Health Policy, Introduction to Epidemiology, Health Administration, Finance*

**PROFESSIONAL EXPERIENCE**

**Drs. Hall & Szeto Optometry**

San Francisco, CA

*Optometric Assistant*

February 8<sup>th</sup>, 2017 -April 27<sup>th</sup>, 2017

- Efficiently assessed patient needs' over the phone and in person by publicizing detailed notes in our electronic medical records (OfficeMate and ExamWRITER).
- Gained valuable experience booking patients' appointments and instructing them on office policies.
- Thoroughly explain patients' insurance benefits such as their eligibility for services, copay, and allowance.

**Matching Half Café**

San Francisco, CA

*Team Member*

May 20<sup>th</sup>, 2016 – January 26<sup>th</sup>, 2017

- Accurately bill customers by repeating orders and asking if they needed anything else.
- Maintained positive and "can do" attitude at all hours of the day to make sure customers' needs are a priority.
- Conducted inventory and write preparatory list for staple items to make sure the café ran smoothly.

**National HIV Behavioral Surveillance Project**

San Francisco, CA

*Research Assistant*

May 20, 2016-December 23, 2016

- Received training in various aspects of conducting epidemiological studies including interviewing, HIV counseling and testing, and community outreach strategies
- Performed one-on-one interviews with underserved populations in the community that are identified to be at increased risk for HIV infection
- Gained valuable insight in San Francisco's injection drug user and marginally housed populations
- Extensively trained on how to use INSTI HIV-1/HIV-2 Rapid Antibody Test on participants and disclosure of HIV test results

**NOTEWORTHY SERVICE INDUSTRY EXPERIENCE**

**Krannert Center for the Performing Arts**

Urbana, IL

*Catering assistant, Bartender, Wine Pourer, Cashier*

January 31<sup>st</sup>, 2014 – May 23<sup>rd</sup>, 2016

- Organized and set-up high-profile catering private events for donors and performers to meet and gather.
- Efficiently poured Champagne and Wine for outdoor and indoor events with over 2000 attendees.
- Bartended events such as the Ellnora Guitar Festival, Russian National Ballet Theatre, and Krannert Uncorked with Big Bluestem String Band.
- Professionally greeted attendees and quickly met their catering needs. We were taught to always end the conversation with, "Enjoy the performance."

**Café Paradiso**

Urbana, IL

*Barista, Event Recruiter, Cashier, Custodian*

August 31<sup>st</sup>, 2014 - December 31<sup>st</sup>, 2014

- Efficiently pulled espresso and brewed tea during loud, high-volume band performances.
- Recruited friends and local bands to play during the monthly music event at Café Paradiso.