**Jessie Ko**

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**EDUCATION**

The Ohio State University Columbus, Ohio

Bachelor of Science, Major in Microbiology Expected May 2022

Minor in Epidemiology GPA Pending

**VOLUNTEERING EXPERIENCE**

**Star House Volunteering** – through Biological Sciences Scholars September 2018

* Sorted and organized donated items
* Refilled empty bins in the area accessible to the homeless
* Coordinated method to organize bins so there will be easy access

**Meet-and-Greet** – through Key Club in high school August 2014 – May 2018

* Babysat autistic children while their parents talked and relaxed with other parents
* Reorganized the toys once the children and their parents leave

**Berwick’s Spaghetti Dinner** – through Key Club in high school August 2014 – May 2018

* Served food and drinks to people waiting with their meal tickets
* Collaborated with other workers and volunteers to serve the families
* Cleaned tables and put away tableware once people leave

**Red Cross** April 2016 – May 2018

* Through the National Honors Society in high school
  + Signed in people who came to donate blood
  + Collaborated with other students and worked shifts
  + Donated blood
* Through The Future Physicians of The Ohio State University Club
  + Recruited people to donate blood
  + Handed out flyers to promote blood donating event

**Salvation Army Bell Ringer**  December 2016

* Stood and rang a bell outside of Kroger’s for two hours for donations to veterans in need

**Clean Up Columbus** – through the American Medical Women’s Association October 2018

* Picked up trash around Columbus

**RELATED SKILLS**

**Computer skills**: Proficient in: Google and Microsoft software

**Language skills**: Mandarin Chinese

**WORK EXPERIENCE**

Peking House – family restaurant (I did not get paid) October 2009 – Present

* Served and made food for customers (also took their orders)
* Managed bills and paperwork
* Coordinated with other workers to efficiently make orders
* Cleaned cooking tools, tables, and walls
* Supervised workers to ensure they are following health protocol