Patrice L. Kirksey

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513-314-8579

11423 Odessa Ct.

Cincinnati, OH 45240

**EDUCATION**

**University of Cincinnati Cincinnati, OH**

Master of Arts in Psychology: Organizational Psychology Anticipated Graduation: April 2017

**Spelman College Atlanta, GA**

Bachelor of Arts Degree in Psychology Graduation Date: May 18, 2014

**WORK EXPERIENCE**

**University of Cincinnati: College of Nursing Cincinnati, OH**

*Student Worker for Kimberly Johnson, RN,PhD, CEN September 2016-December 2016*

* Data collection for research project
* Handing out surveys to patients in University of Cincinnati Medical Emergency Unit
* Gathering data from completed surveys
* Entering and organizing data in Microsoft Excel and SPSS

**Fifth Third Bank Cincinnati, OH**

*Homeowners Assistance Loss Mitigation Quality Control Specialist February 2015-August 2016*

* Carefully reviewed and compare loss mitigation files on Filenet to servicing file
* Made necessary copies of pages missing from Filenet
* Filled out servicing file QC checklist to make sure file matches Filenet
* Noted that servicing file was reviewed on the Fiserv database
* Changed status to QC complete on servicing file database
* Approved all files that have been recently scanned and delete pages that have been scanned incorrectly
* Trained incoming quality control associates

**Cincinnati Opera Cincinnati, OH**

*Administrative Intern June -August 2014*

* Managed all reception responsibility for the Cincinnati Opera administrative office
* Assisted in preparation for each Opera performance by creating and distributing gifts to all performers
* Organized seasonal staff and singer files
* Worked closely with the Executive Assistant to the CEO by organizing merchandise inventory
* Recorded minutes from each staff meeting and electronically distributed to entire Cincinnati Opera staff

**Cincinnati Symphony Orchestra Cincinnati, OH**

*Intern June-August 2013*

* Managed receptionist desk for the administrative offices of the CSO
* Worked closely with the director of Community Engagement and Diversity
* Assisted in the planning and execution of the Classical Roots and May Festival choral concerts
* Provided information on the CSO at the Butterfly Exhibit at Krohn Conservatory
* Presented to high-school musical students at the Encore Advanced Chamber Music Program at CCM

**EXTRACURRICULAR ACTIVITIES**

 Ebony Strings Quartet *2010-2016*

Atlanta University Center Symphony Orchestra *2010-2014*

AIDS Walk/Run Atlanta Volunteer *2012*

Spelman Peer Education Programmers (Mental Health Awareness) *2013-2014*

Habitat for Humanity Volunteer *2015*

Hunger Walk Volunteer *2015*

Alpha Kappa Alpha Sorority, Incorporated 2016

**RESEARCH EXPERIENCE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

University of Cincinnati: Gender and Interventions Industrial Organizational Laboratory *September 2015-December 2015*

Supervisor: Dr. Lindsay Johnson

Conducted research regarding the perceptions of support for undergraduate minorities in the STEM field