

Cassandra Cavallo

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Objective:

I am a recent UC Santa Barbara graduate with a B.S. in Psychological and Brain Sciences and a minor in Professional Writing. I am passionate about evolutionary anthropology and developmental psychology and plan to pursue graduate studies in these fields, building on my strong foundation in psychology and research skills. Additionally, I am open to roles in academic writing, applied psychology, behavioral therapy, early childhood intervention, social services, and educational outreach. I am eager to find opportunities where I can leverage my skills to deliver impactful results and advance my career.

Education:

UC Santa Barbara, Santa Barbara, CA

June 2024

- Bachelor of Science in Psychological and Brain Sciences
- Minor in Professional Science Writing
- Cumulative GPA: 3.5

Relevant Coursework:

Psychology: Social Psychology; Developmental Psychology; Cognitive Psychology; Research Methods; Cognitive Development; Evolutionary Psychology; Consciousness & Cognition

Mathematics: Statistical Methods for Psychological & Brain Sciences

Biology: Ecology and Evolution; Molecular and Cellular Biology; Biological Anthropology

Research Experience:

Research Assistant for the Center for Evolutionary Psychology Lab

UC Santa Barbara, CA | September 2023 - June 2024

- Assisted with coding and analyzing data using R Studio.
- Conducted comprehensive literature reviews to support ongoing research.
- Tested and refined online simulations using Qualtrics to ensure they were ready for subject participation.

Data Collection Intern

Bermuda Institute of Ocean Science, Bermuda | Summer 2016, 2018

- Collected underwater data, while scuba diving.

- Assisted in applied and foundational ecological experiments in a lab setting.
- Researched approaches for managing ecosystems and adaptive restoration.

Job Experience:

Medical Administrative Assistant

Private Practice of Dr. Gwen Lopez-Cohen, Westport, CT | November 2024 - Present

- Performed clerical and administrative tasks to support private practice operations.
- Uploaded patient documents to electronic medical records, ensuring accuracy and confidentiality.
- Organized and categorized documents for improved clarity and accessibility.

Server

Gabriele's Ristorante Italiano, Orange, CT | August 2024 - Present

- Delivered excellent customer service, creating a positive dining experience in a fast-paced environment.
- Managed multiple tables efficiently, coordinating with kitchen staff for timely, accurate orders.
- Handled transactions accurately, maintaining cash register integrity.

Daily Nexus Science & Tech Writer

UC Santa Barbara, CA | October 2023-June 2024

- Conduct in-depth research and stay current with the latest breakthroughs in various scientific fields.
- Communicate complex concepts for accessible and credible science journalism.
- Showcase UCSB's impactful scientific contributions, featuring breakthroughs, Nobel laureates, and technological advancements.

DSP Notetaker and Access Ambassador

UC Santa Barbara, CA | August 2023-June 2024

- Provide academic accommodations to students with disabilities.
- Take notes and live stream classes on behalf of DSP students.

Manufacturing Engineer Intern

James Ippolito & Co., Bridgeport, CT | Summer 2023

- Authored government source approval requests for critical safety aircraft parts.
- Reviewed government technical data packages.
- Identified manufacturing process requirements.
- Compiled documents in government source approval requests and managed package submissions.

Report Writer

ASA Ventures Group, Denver, CO | May 2022-September 2022

- Compiled comprehensive industry reports on the M&A activity in various markets such as Healthcare, Energy, Industrials, Information Technology, and Telecom & Media.
- Assisted in website development by updating infographics.

Sales Associate

Orbit Marine Sports Center, Bridgeport, CT | May 2018-September 2022

- Provided exceptional customer service and retail sales support.
- Managed dive excursion sign-ups and rental gear.
- Oversaw e-commerce fulfillment.

Bookkeeper

James Ippolito & Co., Bridgeport, CT | August 2017-September 2020

- Handled computerized invoices and maintained digital and physical databases.
- Assembled electronic boards and updated charts of accounts.

Writing Center Tutor

St. Joseph High School, Trumbull, CT | September 2018-March 2020

- Provided one-on-one writing assistance, emphasizing essay structure, grammar, and overall writing proficiency.
- Promoted a positive, supportive learning environment to enhance students' confidence in expressing ideas effectively.

Other Activities:

Delta Gamma Sorority

UCSB, CA | 2020-2024

- Participate in over 20 hours of community service per semester.
- Contribute to recruitment efforts, leading to the enrollment of 80 members in 2022 and 96 in 2023.
- Active participant in weekly meetings.

Gauchos Go Green Education Intern

UCSB, CA | 2022-2024

- Create recycling guides and sustainability infographics
- Attend weekly meetings focused on sustainability initiatives.
- Maintain a garden plot growing vegetables and herbs.

Certificates:

Emergency First Responder Certification (updated every 2 years)	2017
Rescue Scuba Diver Certification	2017
Master Scuba Diver Certification	2018
Divemaster Certification	2021

Skills:

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- Effective verbal and written communication
 - Problem-solving and critical thinking
 - Attention to detail
 - Ability to learn quickly
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Link to my writing portfolio: <https://cassandravallo.journoportfolio.com/>