Deja J. Hines

hines.deja12 @yahoo.com

252-327-7183

5018 Lower Elm Street Atlanta, GA 30349

**Education**

*Georgia Southern University– Statesboro, GA*

*Bachelor of Science in Public Health, Pre PA*

Graduation Date: Spring 2020; GPA 3.38

**Work Experience**

**Candler County Hospital**, Metter, GA January 2020 – May 2020

Intern- Public Health/ Public Relations

* Communicate ideas to department chairs to ensure patients are properly informed about healthcare
* Create and develop programs to engage the community to the Hospital and Urgent Care
* Assist with charting, data input, and registraition at front desk and Nursing station when needed

**Georgia Southern Health Services**, Statesboro, GA November 2019 – May 2020

Shadow

* Observe how the physician performs procedures
* Observe doctor-patient interactions
* Actively listen and take notes on diagnoses

**Georgia Southern University**, College of Education, Statesboro, GA January 2017 – May 2020

Student Assistant - Receptionist

* Perform clerical tasks such as making copies, scanning documents, and shredding papers
* Provide assistance to parents, students and faculty by answering questions and escorting
* Assist the Dean of the College of Education with setting up and cleaning before and after meetings

**Atlanta Hartsfield-Jackson Airport**, College Park, GA June 2018 – June 2019

Wheel Chair Agent

* Provided assistance to immobile and handicap customers
* Moved passengers swiftly and efficiently to ensure on time boarding
* Effectively communicated with customers to ensure proper problem solving

when flights were missed or delayed

**SunTrust Park**, Atlanta, GA June 2017- August 2018

Food Runner (Seasonal)

* Provided a safe and great environment for all guest
* Maintained a clean work environment
* Ensured customer satisfaction by interacting with guest

**Leadership and Achievements**

Pre-Physician Assistant Association- Vice President Jan 2019- May 2020

National Council for Negro Women- Treasurer Jan 2019- May 2020

Delta Sigma Theta Sorority Inc- Community Service Chair Apr 2019- May 2020

F.I.N.E.S.S.E – Sisterhood activities committee Apr 2018- May 2020

Pre-Physician Assistant Association- Treasurer Apr 2018-May 2019

Pushing for success- Mentor Aug 2018- Dec 2018

Dean’s List May 2018, May 2019

**Skills and Certifications**

* Certified in CITI Program Course Human Subjects and Behavioral Research
* Skilled in maneuvering through software such as Microsoft Word, Power point, and Excel
* Proficient in social media platforms such as Instagram, Twitter, Snapchat, Flipgram and Facebook
* Experienced in creating marketing materials for social platforms such as flyers, brochures, and banners for events and organizations
* Experienced in planning and implementing programs

**References**

Coco Roberts

Administrative Coordinator

Georgia Southern- Statesboro Campus

1107G College of Education Building

(912) 478-7841

[Cdroberts@georgiasouthern.edu](mailto:Cdroberts@georgiasouthern.edu)

Relationship: Former Boss

Dr. Deborah Thomas

Associate Professor and Associate Dean

Georgia Southern- Statesboro Campus

1103A College of Education Building

(912) 478-5247

[debthom@georgiasouthern.edu](mailto:debthom@georgiasouthern.edu)

Relationship: Former Supervisor

Erreka Reed

(770) 695-8650

Erreka.reed@gmail.com

Relationship: Sorority Advisor