

## **Kristen Horstmann**

Loyola Marymount University- Los Angeles- khorstma@lion.lmu.edu- (559)392-8174

### **Education:**

- **Loyola Marymount University**
  - 3.53 GPA
  - Semester abroad at Akademie für Internationale Bildung Engineering Program in Bonn, Germany (August 2014-December 2014)
  - Bachelor of Science in Individualized Science Studies (Biomathematics): Expected May 2017
- **Honors:**
  - Dean's List, Fall 2013
  - Arrupe Scholar Award 2013-2017
  - Sigma Phi Epsilon's "Balanced Living Scholarship" Recipient (2013)
- **Clovis West High School- Fresno, CA, 93720**
  - Graduated June 6, 2013
  - Class Rank: 17/513

### **Employment:**

- **Tour Guide for Loyola Marymount University (February 2014-Present)**
  - Lead prospective students and their families around the campus
  - Provide pertinent facts about all aspects of attending LMU (financial aid, student activities, etc).
  - Diplomatically address inquiries regarding sensitive issues, such as alcohol consumption on campus, etc.
  - Share my reasons for choosing LMU, my academic major, and co-curricular commitments
  - Occasionally assist with faculty-run information session.
- **Teacher's Assistant for LMU Math Department (January 2015-present)**
  - Grade confidential assignments and quizzes for Calculus II course
  - Assist professor with other grading/work needs
- **Paid Intern for Carollo Engineers, Fresno Office (May 2014-August 2014)**
  - Utilized ArcMap and H<sub>2</sub>O Map Swmm computer programs to designate improvements on designs for pipes, pumps, and water storage tanks and to design completely new systems in various United States cities
  - Collected and analyzed water from Kings River for pathogens and chemicals to determine best site for Fresno County's newest Water Treatment Plant
  - Oversaw and catalogued movement of equipment and employees to Delano, CA for Biototta project (first of its kind in the nation)
  - Assisted in preparing for major office relocation
- **Loyola Marymount University, Human Resources Department (August 2013- May 2014)**
  - Catalogued confidential files and documents of faculty and administrative employees including hiring, salary, and insurance
  - Receptionist work at front desk. Answered calls, assisted with complaints, questions, and directed visitors to the correct department

### **Leadership Experience:**

- High School Cheer Team Captain (2012)
- Secretary of National Honor Society (2012)
- Cheerios Coach- leader of special education cheer squad (2010-2013)

### **Special Skills**

- Proficient in basic Matlab programming
- Proficient in Microsoft Office (Word, Excel, etc.)
- American Red Cross CPR-Certified