

JEFFREY HUNTER JR.

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WRITER AND PRODUCER

EDUCATION

NORTHWESTERN UNIVERSITY Class of 2023

Master of Fine Arts in Writing
for the Screen and Stage

UNIVERSITY OF NORTH TEXAS Class of 2018

Bachelor of Arts in Biology
Minors in English and Chemistry

EXPERIENCE

RESEARCH ASSISTANT

Retina Foundation of the Southwest
SEPTEMBER 2019 - AUGUST 2021

Collected data and performed analysis of eye tracking and hand kinematics.

Presented findings at an international, peer-reviewed vision science conference.

Trained research assistants on data collection analysis, and participant intake.

CARE ADVOCATE

Employer Direct Healthcare: Surgery Plus
MAY 2019 - SEPTEMBER 2019

Provided holistic concierge for patients navigating surgery scheduling.

Built repertoire with patients by documenting medical needs based on life experiences.

Collaborated with primary care physicians and surgical specialists for transition of care.

MEDICAL ASSISTANT/INTERN

John G. McHenry M.D
JUNE 2018 - FEBRUARY 2019

Performed visual field tests, intraocular pressures, and imaging for patient treatment.

Filled and verified proper prescriptions for patient treatment.

Updated patient medical chart and treatment plan based on Doctor's dictation.

TRANSFER AMBASSADOR

University of North Texas
JANUARY 2016 - AUGUST 2018

Organized social and academic communities for incoming students.

Organized events/talks for students to learn about university resources.

Mentored prospective students transferring or awaiting admission's decisions.

SKILLS

Adobe Premier

Composition

Microsoft Office

Adaptation

Framing

Script Editing

Strategic Thinking

Storytelling

AWARDS

PUBLISHED AUTHOR

NORTH TEXAS REVIEW (NTR)
2018

NATIONAL INSTITUTE OF HEALTH

DIVERSITY GRANT SUPPLEMENT
2020