

ALEXANDRA SOPHIA TAMARGO

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EDUCATION

University of Florida, Heavener School of Business

Gainesville, FL

Bachelor of Arts in Business Administration

May 2029

- **GPA:** 3.85/ 4.00

WORK EXPERIENCE

Sensory Station Therapy

December 2025 – Present

Intern

West Palm Beach, FL

- Assisted occupational therapist in initial patient evaluations by assessing coordination, fine and gross motor skills, alphabetic and numeric knowledge, physical strength, and attention span to determine treatment goals.
- Observed and aided 50+ therapy sessions utilizing play-based therapy to target pre-determined developmental, emotional, sensory, and/or motor deficiencies in pediatric patients during individualized treatment sessions.
- Recorded and filed qualitative and quantitative data for new patients to create tailored treatment plans.
- Maintained therapy equipment and sanitized tools within treatment areas to comply with clinic safety and hygiene standards to ensure consistency with HIPAA guidelines and regulations.

Anthony Garcia State Farm Insurance

May 2025 – Present

Administrative Intern

West Palm Beach, FL

- Served as receptionist, managing 800+ inbound calls, determining clients' requests, and routing inquiries to the appropriate department or colleague to ensure efficient, professional service daily.
- Earned Florida 4-40 Customer Representative License, completing 40-hour pre-licensing coursework and state exam on insurance regulations, policy structures, and regulation requirements, enabling independent preparation of quotes under a licensed agent in compliance with Florida regulation and company standards.
- Processed and authorized monthly and biannual client payments; followed up with payment statuses and outstanding balances via email and phone with professionalism and discretion in a fast-paced setting.

LEADERSHIP AND INVOLVEMENT

Delta Sigma Pi

January 2026 – Present

VP of Community Service

Gainesville, FL

- Selected as 1 of 29 members from 300+ applicants to participate in a highly intensive 5-week cohort-based program focused on networking, professional development, workplace skills, and career readiness
- Organized and led two community service initiatives for the cohort, including coordinating a dinner service for 30+ residents at a local homeless shelter and providing essential resources, as well as facilitating a campus-wide fundraising event that generated \$1,000+ in donations for Alachua County Animal Resources & Care Center
- Coordinated weekly executive board meetings to provide updates on requirements, expectations, and upcoming events, ensuring clear and consistent communication while fostering active participation across the group

Tots Talk

January 2024 – May 2024

Co-Founder

West Palm Beach, FL

- Developed a comprehensive business model for Tots Talk, a parental monitoring website for children's media to help promote age appropriate content for children ages 5-13 across various media types.
- Presented marketing strategy, financial projections, operational structure, and market analysis to a panel of judges, administrators, and local entrepreneurs in securing oversight support for the project.
- Conducted a market analysis to determine market size in order to identify a gap in the industry in which Tots Talk addresses, focused on providing guidance through ratings to parents with young children on television programs.

ADDITIONAL INFORMATION

- **Languages:** English, Spanish (Proficient)
- **Awards:** Florida Bright Future's FAS, Dean's List
- **Memberships:** Student Occupational Therapy Association, Baby Gator
- **Interests:** Pickleball, Concerts, Pediatric Operations