

Cami De Silva

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Bachelor of Science in Marine Biology, with employment in western Washington WDFW fish programs, as well as with the Alaska Fish and Game Department (creel survey program). Nine months of independent lab research experience studying phytoplankton responsible for harmful algal blooms. Several volunteer and employment positions with field work experience and public outreach. 8+ years of customer service experience.

EDUCATION**University of Alaska Southeast, Juneau, AK**

Bachelor of Science, Marine Biology (2019)

Previous education through Maricopa Community Colleges, Arizona; General Education, Marine Biology, 2013-2017

EMPLOYMENT HISTORY**Collections Specialist / Fiscal Technician 3**

The Evergreen State College, Olympia, WA

June 2023 – Present, (40 hrs/week)

Qualifications and Responsibilities

- Contacting students about past due balances through email, mail, and phone call
- Monthly reconciliation for accounts at collections
- Maintaining contact with collection agencies
- Appropriate record-keeping and filing
- Setting up repayment agreements with students
- Answering phone calls and emails for main office, as well as helping students in-person

Scientific Technician II

Washington Department of Fish and Wildlife, Point Defiance, WA

June 2022 – December 2022, (40 hrs/week)

Qualifications and Responsibilities

- Conduct angler creel interviews in the South Puget Sound.
- Effectively communicate with anglers and defuse confrontational situations.
- Accurately record interview data, check for errors, and sync the data at the end of shift.
- Identify and record salmon and other marine fish species.
- Check salmon for coded wire tags and collect the snout (if cwt is present), take measurements and scale samples.
- Assist with training new creel technicians.
- Assist with boat surveys and test fishing.

Financial Aid Temporary Trainer

University of Alaska Southeast, Juneau, AK

February 2022 – April 2022, (28.5 hrs/week)

Qualifications and Responsibilities

- Remotely training new employee on the rules and regulations of financial aid
- Training on the role of front desk work in the office
- Assisting with student questions and account problems
- Correcting and reconciling scholarship check payments

Freshwater Creel Scientific Technician II

Washington Department of Fish and Wildlife, Tumwater, WA

October 2021 – November 2021, (40hrs/week)

Qualifications and Responsibilities

- Conduct angler creel interviews (freshwater).
- Collect effort count data several times a day.
- Accurately record interview data and check for errors.
- Identify and record salmon species.
- Check salmon for coded wire tags, take measurements and collect the snout (if cwt is present).

Scientific Technician II

Washington Department of Fish and Wildlife, Port Angeles, WA

April 2021 – October 2021, (40hrs/week)

Qualifications and Responsibilities

- Conduct angler creel interviews (marine)
- Accurately record data and check for errors
- Correctly identify salmon and marine fish species.
- Check salmon species for coded wire tags and take scale samples.
- Take accurate length measurements of other marine fish species, as well as spine samples from lingcod.

Financial Aid Technician

University of Alaska Southeast, Juneau, AK

January 2020 – April 2021, (40hrs/week)

Qualifications and Responsibilities

- First point of contacts for students and their questions regarding aid, requirements, or basic guidelines. Answering calls and responding to questions via phone or email.
- Applying private scholarships for students in the correct amounts for each term.
- Adjusting financial aid to meet federal limits according to the student's enrollment or overall financial need. Performing reconciliation on problem accounts.
- Record and submit documents provided by students to the appropriate colleague/agency.
- Meet federal disbursement deadlines.

Scientific Technician II

Alaska Department of Fish and Game, Juneau, AK

May 2019 – September 2019, (37.5hrs/week)

Qualifications and Responsibilities

- Interviewing private and charter fisherman about their fishing trip.
- Working with and informing the public of proper fish ID and current regulations.
- Recording and verifying all information logged into department devices after interviews.
- Identifying fish species. Collecting biological and genetic samples for lab testing. Obtaining fish heads with coded wire tags for later extraction and analysis.

OTHER PREVIOUS EMPLOYMENT

Independent Researcher, University of Alaska Fairbanks (CFOS), Juneau, AK, October 2018 – June 2019

Student Cashier, University of Alaska Southeast, Juneau, AK, November 2017 – December 2019

Volunteer, ADF&G Trout Tagging, Juneau, AK, May 2019

Volunteer, Auke Creek Weir, Juneau, AK, July 2019

Volunteer, UAF Fisheries Day, Juneau, AK, April 2018

SUMMARY OF QUALIFICATIONS

- Collecting genetic and biological samples
- Collecting survey information from fisherman
- Input/analysis/quality checking of data
- Assisting with training new colleagues
- Assisting with boat surveys and test fishing trips
- BLaST (Biomedical learning and student training) Grant recipient for phytoplankton/ paralytic shellfish poisoning independent research project (conducted with UAF, College of Fisheries and Ocean Science)
- Experience with PC programs (Word, Excel, PowerPoint, Publisher, Access), as well as other programs (logger pro, SPSS, Banner)
- Assisted in Rainbow Trout tagging project for ADF&G
- Advanced SCUBA certification
- Responding to phone calls and emails
- Accurately recording and filing of paperwork
- Applying/adjusting federal aid and private scholarships