

# Allyson Gonzalez

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**WORK EXPERIENCE**

cwid: 50158563

## Film & Television Credits

### *Student Films*

Procrastination Station - Olivia

Don't Be Mad - Best friend

Sequence 02 - Charlie

Rush Hour Parody - Hostage

The Interview - Interviewer

Don't Be Late ( silent film ) - Main Protagonist

AI Life - Doctor Alice

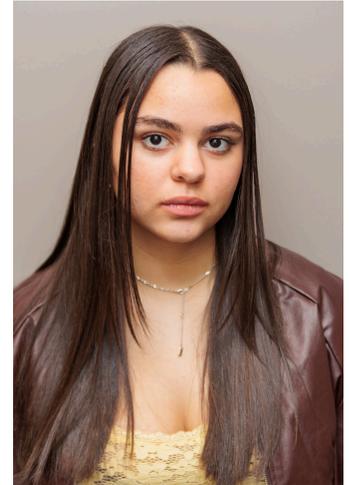
## Bio:

**Height : 5'5 and a half**

**Eye Color: Brown**

**Weight: 165lbs**

**Hair Color: Brown**



## One Hudson Medical Associates - Edgewater NJ

Aug. 2024 – Present

*Front Desk Administrator / Manager*

- Ensure messages from patients were given to the doctor
- Examined all USIC forms before stamping and sealing for immigration medical exams
- Answer phones/ doing call backs/ and reviewed all messages before clocking out
- Creating appointments while accommodating to both patient doctor schedules
- Executed medical clearances in timely manner
- Answer questions regarding services, billing and medications

## EDUCATION

### Edison Highschool

*Highschool Diploma*

June 2024

*Edison, NJ*

### Montclair State University

*Film & Television Major*

August 2025 - Currently Enrolled

## SKILLS & INTERESTS

**Skills:** Script Analysis, Script interpretation, Able to help customers resolve problems and accommodate to their needs, Great sense of urgency, Organization, Able to handle emergencies in a calmly manner,

**Interests:** Acting, Movies, Film making, Fashion, Music

**Languages :** Spanish ( Fluent ), English ( Fluent )