

Iuna Dones

PhD Student, Sociology
Institute of Demography and Socioeconomics
University of Geneva
iuna.dones@unige.ch



EDUCATION

University of Geneva – Geneva, Switzerland	07/19 – 2023 (Expected)
<ul style="list-style-type: none">• PhD Student, Sociology• Transnational Ageing among Older Migrants and Natives: A Strategy to Overcome Vulnerability, with Prof. Dr. Oana Ciobanu	
University of Geneva – Geneva, Switzerland	09/17 – 06/19
<ul style="list-style-type: none">• Master of Arts, Sociology	
University of Southern California, <i>Cum Laude</i> – Los Angeles, USA	08/09 – 05/13
<ul style="list-style-type: none">• Bachelor of Arts, Print and Digital Journalism• Bachelor of Arts, Social Sciences, focus: Psychology; Minor: Spanish	
Instituto Internacional en España – Madrid, Spain	09/12 – 12/12

LANGUAGES

- English: native language
- Italian: native language
- Spanish: level B2
- French: level B2 (DELF certificate)

TECHNICAL SKILLS

- Microsoft Office: advanced
- SPSS, R: intermediate
- Limesurvey: beginner
- HTML: beginner

PROFESSIONAL EXPERIENCE

Research study “Parchemins” – University of Geneva, Switzerland	08/18 – 12/18
<i>Intern</i> <ul style="list-style-type: none">• Actively participated in the recruitment of participants; conducted interviews; helped clean data; carried out quantitative analyses with statistical software SPSS.	
Holy Cow! Gourmet Burger Company – Lausanne, Switzerland	01/16 – 08/17
<i>Administrative Assistant</i> <ul style="list-style-type: none">• Scheduled, controlled, and approved employees’ hour-sheets; carried out general administrative duties.	
Age of Learning, Inc. / ABCmouse.com – Los Angeles, USA	03/15 – 05/15
<i>Marketing Assistant</i> <ul style="list-style-type: none">• Assisted with the implementation of digital marketing strategies onto the company’s website and mobile applications; managed the flow of projects across departments; conducted quality-assurance checks.	
Law Offices of Max Draitser – Los Angeles, USA	08/14 – 03/15
<i>Legal Assistant</i> <ul style="list-style-type: none">• Prepared and filed legal documents; managed medical billing and records; performed various clerical duties.	

University of Southern California NEST Lab – Los Angeles, USA

06/14 – 09/14

Research Assistant

- Assisted the NeuroEndocrinology of Social Ties Psychology Lab in conducting a study focused on hormones, attachment and transition to childbirth.
- Inputted and analyzed data through SPSS, conducted participant interviews, and assisted in blood and placenta processing.

Independent studies

04/14 – 06/14

- Took time to prepare for the Graduate Records Examination, a standardized test required for admission to graduate school.

ViSalus – Los Angeles, USA

09/13 – 03/14

Digital Content and Creative Services Coordinator

- Coordinated and managed digital assets; managed flow of projects across departments; assisted in webpage development and upkeep.

University of Southern California Information Technology Services – Los Angeles, USA*Student Technical Assistant*

08/10 – 05/13

- Provided technical support to students and professors in technology-enhanced classrooms and computer centers.

The Daily Trojan – Los Angeles, USA

8/11 – 10/11

Assistant News Editor

- Researched, pitched, and assigned stories; edited articles' clarity, syntax, and grammar.

The Daily Trojan – Los Angeles, USA

09/10 – 10/11

News Staff Reporter

- Researched article topics and potential sources; scheduled and conducted interviews; wrote and published weekly news articles.

HONORS

- USC Renaissance Scholar Certification: Graduated with no less than a 3.5 overall Grade Point Average (out of a possible 4.0) in two distinct fields of study.
- USC Academic Dean's List (Grade Point Average of at least 3.5 out of 4.0): Fall 2009 – Spring 2013
- 2009 Advanced Placement Program Scholar with Honor Award in recognition of exemplary college-level achievement on Advanced Placement Program Examinations
- 2009 President's Award for Educational Excellence
- Honorable Mention status in the Maryland Distinguished Scholar Program
- Teaching English as a Foreign Language (TEFL) Certificate