Katherine Tonglet Morris

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**Education**

ST. LEO UNIVERSITY

Bachelor of Arts, Cum Laude

Major: Business Administration, emphasis in Accounting and Management

ST. JOHNS RIVER STATE COLLEGE

Associate of Arts, Summa Cum Laude Phi Theta Kappa Honor Society

# Employment History

## RESEARCH ADMINISTRATION ASSISTANT, Jan 2023 – Present

University of Florida, College of Veterinary Medicine

## ADMINISTRATIVE SUPPORT ASSISTANT, Nov 2014 – Jan 2023

Assistant to Dr. Almut Winterstein, Department Chair University of Florida, College of Pharmacy, Dept. of Pharmaceutical Outcomes & Policy (POP)

## ACCOUNTANT, Jan 2014 – Aug 2014

University of Florida, CLAS, Department of Chemistry

## CAREGIVER, Feb 2010 – Jan 2014

Remained at home to care for elderly parent and twin sons born at end of 2009.

## PROJECT ACCOUNTANT, Feb 2004 – Feb 2010

CH2MHILL Gainesville, Florida

## PROJECT ADMINISTRATOR, May 1997 – Feb 2004

## Ajax Building Corporation Gainesville, Florida

## CONTRACT ADMINISTRATOR, Aug 1995 – May 1997

## Thompson Sheet Metal, Inc. Gainesville, Florida

## ACCOUNTING CLERK, Aug 1994‐Aug 1995

## Sigma Coatings, N.A. Harvey, Louisiana

# Activities

REPRESENTATIVE/MEMBER, College of Pharmacy Staff Council (2016‐2017)

MEMBER, IAAP (International Association of Administrative Professionals) (2016‐2019)

MEMBER, NCURA (Nat’l Council of University Research Administrators) (2023-present)

# Licenses

NOTARY PUBLIC, ID# 792792, Commission #HH193409, expires 11/01/2025.

# Certificates

Pro3 Fiscal Management Certification, University of Florida, 2022.

RAFT — Research Administration & Financials Training Certification, University of Florida, 2023