



Karla Quiñones

Program Support Coordinator

Karla Quiñones has more than 7 years of experience in customer service, administrative support, safety, hospitality and customer retention while applying computer and data management using various software applications. She joined the Department of Occupational Therapy as Administrative Assistant early in 2012 and recently received the promotion to Program Support Coordinator. She reports to the Department Chair coordinates activities to serve faculty and students ranging from course registration to day to day operations and communications. Because of the interactive and organizational demands of the position, she anticipates needs that are related to program inquires, software applications, training, scheduling, documentation, publication and printing, new hire paperwork and other related duties.