

EDUCATION

The College of William & Mary , Williamsburg, VA	May 2011
Bachelor of Business Administration, Marketing and Middle Eastern Studies	
Saifi Institute for Arabic Language , Beirut, Lebanon	May-Aug. 2015
Educated Levantine Arabic & Modern Standard Arabic (MSA) Translation	

LANGUAGE ABILITY

Urdu and Punjabi (Native Fluency); Arabic (MSA & Levantine), French and Spanish (Advanced); Persian (Intermediate)

EXPERIENCE

Co-Creator & Host , <i>PWColors Podcast</i> , Prince William County, VA	May 2020-present
<ul style="list-style-type: none">• Create content focused on increasing resident participation in local government, especially for communities of color• Research local issues and develop podcast episodes centered on exploring community impact (e.g. school segregation)• Interview state and county officials to increase accountability and provide community feedback• Work with local media outlets and grassroots organizations to create synergies in organizing efforts• Host youth forums to discuss demographic disparities, inequities & discipline in PWC high schools	
French Teacher , Levels 1-5, <i>Freedom High School</i> , Woodbridge, VA	Jan. 2017-present
<ul style="list-style-type: none">• Grew French program to include the first-time offerings of French IV and French V• Proposed a new gradebook set-up that promotes focus on the 4 domains of language acquisition• Sponsor for International Club, French Honor Society & Top 20 Awards Ceremony• Sponsor of school-wide diversity & multiculturalism oriented programming• Spearhead the largest student activity at Freedom, International Night, with over 1000 guests & participants each year• Member of Cultural Awareness Task Force to promote understanding of racial bias and equitable instruction	
Market Manager , <i>FedBid, Inc.</i> , Vienna, VA	Jan. 2015-May 2015
<ul style="list-style-type: none">• Managed the DOC, DHS and commercial senior sourcing team and was directly responsible for maximizing revenue generated from \$500 million in government purchases through the Marketplace• Designed, administered and analyzed survey of 25,000 customers to calculate NPS and identify growth opportunities• Created case-study for the Board on alternative models for revenue generation resulting in a new shipping partnership• Formulated a model to anticipate daily posting volume and employee bandwidth with an initial accuracy of over 90%• Reviewed DHS, DOC and Army procurement history to identify award trends and calculated potential additional savings through use of reverse auction platform• Led enterprise-wide employee trainings on presentation skills, procurement strategies and effective communication• Established benchmarks for measuring individual success with increased transparency in employee evaluation criteria	
Senior Market Specialist , <i>FedBid, Inc.</i> , Vienna, VA	Jan. 2014-Dec. 2014
<ul style="list-style-type: none">• Oversaw the on-boarding, training and successful performance of the DHS and Commercial sourcing specialists• Created account specific protocols and updated sourcing strategies and training documents to increase compliance with Federal Acquisition Regulations• Increased efficiency by reducing overall time spent per RFQ by 8% while maintaining a 91%+ success rate• Developed SOPs for new e-payment system including task ownership flowchart and email templates	
Marketplace Specialist , <i>FedBid, Inc.</i> , Vienna, VA	May 2013-Dec. 2013
New U.S. & Foreign Applications Specialist , <i>Oliff & Berridge PLC</i> , Alexandria, VA	Nov. 2011-Feb. 2013

ACTIVITIES/ AWARDS

Cross-Cultural Understanding Award/ Ewell Service and Leadership Award	May 2011
Secretary of Diversity , <i>William and Mary Student Assembly</i>	2010-2011
<ul style="list-style-type: none">• Spearheaded various diversity initiatives including policy proposals, cultural events and new student recruitment	
Freedom Teacher of the Month	Jan 2018