

Naseem Alavi

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Location: Southville, Bristol
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PROFESSIONAL PROFILE

I am an Iranian American undergraduate at Kenyon College in my third year of a joint major in Japanese Language, Creative Writing, and Middle Eastern Studies. I am well suited for any occupation thanks to my excitement and desire to share it. So far, my jobs have been oriented toward building community and sharing my passions through teaching, helping me cultivate the skills and resilience needed to function in the workplace. I am a very willing worker and am diligent in whatever a job entails. I believe my three strongest traits as a worker are my communication skills, reliability, and passion. I am now hoping to expand and refine my professional capabilities by taking on a job that requires a full-time commitment and more responsibility.

EDUCATION

BA Japanese Language and Middle Eastern Studies, Kenyon College: 2019-present

Grade Point Average: First-Class Honours 3.91/4.0, Merit List Scholar Fall 2019-present

Courses: Literary Translation, Modern Japanese Literature, Advanced Japanese Language, etc.

U.S. High School Diploma and Advanced Placement Tests, Oakland School for the Arts: 2015-2019

Grade Point Average: 4.19/5.0 *A.P. Scores:* U.S. History (5), Japanese Language (5), English Language (5), Psychology (5)

PAID WORK EXPERIENCE

Assistant Teacher, Kenyon College (2020-2021)

Outline: I taught a section of introductory Japanese with eight students, meeting five days a week. I led game-based activities and conversational exercises to reinforce grammar and vocabulary taught by the professor. I taught new grammar and kanji through creating worksheets and presentations.

Skills: Lesson planning, high levels of classroom engagement, technological proficiency, enthusiasm

Japanese Poetry Translation Grant, Kenyon College (2021)

Outline: I was awarded a \$4,000 grant to translate a book of Tatumiko Ishi's poetry from Japanese to English, working under the supervision of Professor Kai Xie.

Community Residential Advisor, Kenyon College (2020-2021)

Outline: I counseled and advised 35 first year residents living in my hall each semester. I implemented community building programs to assist students in transitioning to university. I developed programs on diversity, responsible drinking, consent, and opportunities for on campus involvement.

Skills: Team work, developing rapport, patience, reporting information, conflict resolution, facilitating group discussions, delegating responsibility, identifying problems, promoting change

Costume Shop Assistant Manager, Kenyon College (2019-2021)

Outline: I was responsible for organizing costumes in the warehouse and keeping inventory. In addition to sewing costumes, I also scheduled fittings and performed alterations in a fast-paced environment.

Skills: sewing, alterations, pattern making, organization, scheduling, time management

Kenyon Review Associate Intern, kenyonreview.org (2019-2021)

Outline: I critiqued submissions from over 3,000 annual entries and identified quality pieces that exemplify the mission of the journal and provided written documentation for inclusion in future editions.

Skills: identifying material consistent with magazine's vision, managing fast-paced deadlines

Asian Art Museum Intern, San Francisco Asian Art Museum (2018-2019)

Outline: I lead and designed activities for Family Fun Days, Cultural Celebrations, helped maintain the Art Speak blog, and interacted with visitors and patrons.

Skills: social media, promotion, communication skills

VOLUNTEER EXPERIENCE

Lucky Penny Parlor Intern, Oakland, California (2018-2019)

Outline: I managed the storefront of the art gallery and studio. I packaged merchandise and served customers.

Skills: Building customer relationships, complaint resolution, attention to detail, active listening

Bay Area Community Reading Buddies, Oakland, California (2018)

Outline: I led group activities and worked one on one with children struggling to learn to read. By the end of the summer, my pupils were reading at the level appropriate for their grade.