

Nadia Webb

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111 Campus Box
Elon, NC 27244

EDUCATION

Elon University, Elon, NC

May 2022

Bachelor of Arts: Sociology

GPA: 3.68

Minors: Psychology and Middle East Studies

Honors: Alpha Kappa Delta - Sociology Honor Society, President's List, Dean's List

RELEVANT EXPERIENCE

Elon University Department of Sociology, Elon, NC

May 2020 - Present

Teaching Assistant

- Undertook the planning and implementation of study sessions for class of 30 students
- Utilized a variety of media to explain and teach various sociological themes and topics
- Aided the professor in the grading and evaluation of exams and classroom notes and adapting content to completely meet the needs of virtual audience

Tragedy Assistance Program for Survivors, Washington, DC

June - August 2019

Bereavement Services Coordination Intern

- Assisted with the research for and composition of grief support group information for individuals who have lost family members in the military
- Organized and maintained database of survivors and lists of grief support groups in U.S.
- Served as liaison between the organization and grief support group coordinators

LEADERSHIP & INVOLVEMENT

Alpha Kappa Delta, Elon University

September 2020 - Present

President

- Oversaw and planned bi-weekly board meetings
- Delegated tasks to 5 executive board members
- Coordinated academic and social programs to further knowledge of sociology discipline

Elon University Poll, Elon, NC

April 2019 - October 2019

- Communicated with survey respondents throughout North Carolina about political issues
- Recorded responses and compiled information in database for analysis

WORK & MANAGEMENT EXPERIENCE

Olive Garden, Burlington, NC

Sep. 2019 - Present

Certified Trainer, Server

- Train new employees, facilitate teamwork, assist managers in daily operational tasks
- Demonstrate excellent knowledge and sales capability with strengths in suggesting, informing, and endorsing products
- Mastered ability to multitask and manage high pressure situations

SKILLS & LANGUAGES

Languages: Arabic (Fluent, Native Speaker), English (Fluent – Oral & Written)

Skills: Microsoft Suite(Excel, PowerPoint, Word), SPSS, POS System Proficiency (Toast)