

Resume

Ugam Prakash Parekh

Date of Birth 10/19/1995
Nationality Indian
Place of Birth Tokyo, Japan
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Education:

| | | |
|-------------------|--|-------------------------|
| 01/2014 – present | University of Southern California Bachelors of Science, Business Administration <i>Expected Graduation: May 2017</i> | Los Angeles, USA |
| 08/2009 – 06/2013 | Shanghai American School Pudong (SASPD) International Baccalaureate High School Diploma Grades 9 – 12 (Primary Instruction in English) | Shanghai, China |
| 08/2001 – 06/2009 | Seisen International School (SIS) Middle School Diploma Primary Years Programme Grades 1 – 8 (Primary Instruction in English) | Tokyo, Japan |

Work Experience

Trilok Dia Co. Ltd, June – August 2014 (Shanghai Branch)

- Cut diamond grading and assortment, inputting data into Excel, composing letters and E-Mails

Tutoring, 2012 – 2013 (Shanghai)

- Interacted with two elementary students in English through activities to help improve their English speaking skills

Activities

Habitat for Humanity, 2011; 2014 (Phnom Penh, Los Angeles)

- 2011: Went to Phnom Penh, Cambodia to build two houses for 10 days with a team from SASPD
- 2014: Active member of the Habitat for Humanity club in USC

Alpha Phi Omega, 2014 – present (Los Angeles)

- Active member of National Co-ed Service fraternity
- Fall 2014: Rush Co-chair.
 - Responsibilities included heavy PR, overseeing 30+ events, managing data, giving presentations

Roots and Shoots, 2009 – 2013 (Shanghai)

- 2009 – 11: Carbon Neutral Committee
 - spread awareness for carbon footprints and offered solutions to improve environmental situation
- 2011 – 12: Recycling Committee
 - developed strong recycling system in SASPD and community, recycled paper, established process of composting
- 2012 – 13: Organic Gardening Committee; Little Sprouts
 - OG: established organic garden in SASPD; sold crops to local community; used crops in cafeteria lunches for healthier alternatives
 - LS: created and taught an after-school program about the environment for elementary and middle school students

Arts, Charity, and Extravaganza, 2012; 2013 (Shanghai)

- 2012: Ticket Sales Committee and Arts Section Volunteer for event
- 2013: Fashion Section Representative for SASPD; Ticket Sales Committee; Public Relations Committee

Relay for Life, 2011; 2012 (Shanghai)

- Raised money for American Cancer Society; walked for 24 hours to raise awareness and support cancer research

Languages

English
Japanese
Gujarati (Speaking)
Hindi (Speaking)
Mandarin (Level 3)

Skills

Windows Operating System
Mac OS X
Microsoft Office

Other Skills

Leadership experience, Diamond assortment (by carat, clarity, color),
Flutist, Receptionist skills