

# Najibullah Safi

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## EDUCATION

**Uttarakhand Technical University, Diploma**, Graduated in Dec. 2018

- *Concentration: Military Studies and Defense Management*
- Graduated with Honors

**Pesgham University, Bachelor of Business Administration**, Graduation: June 2017

- Concentration: Accounting; GPA: 3.6
- Validated and evaluated by Josef Silney & Associates – available upon request

## EXPERIENCE

**Generation USA Junior Web Developer, Jun. 2022 – Present**

Participating in 21 week, 3528+ hour Junior Web Developer program that provides tangible web development experience

- Learning fundamentals for JavaScript, HTML, CSS, and other computer software programs

**Center for Victims of Torture, Pashto Interpreter, Jun. 2022 - Present**

- Translating magazines, newspapers, and other documents from the center to clients.
- Providing language interpretation using multilingual skills to customers and facilitated meetings between clients and staff.

**Emory University, Building and Residential Services Associate, Jan. 2022 – Present**

- Deliver customer service to Emory faculty and staff seeking residential and office assistance
- Oversee and maintain the beautification of four Emory buildings
- Track and manage supplies needed to complete daily responsibilities
- Serve in a team of eighteen, providing aid and coverage to teammates as needed

**U.S. Army, Interpreter, Dec. 2018- Dec. 2020**

- Spearhead the translation of critical intel from the Afghan army that informed key U.S. Military decisions
- Created daily intel presentations utilized by senior U.S. Military Officials that determined strategy on engaging enemy combatants
- Designed training sessions for new interpreters and supervised the creation and execution of intel presentations.

**Afghan Army, Army Liaison Officer, Dec. 2018- Dec. 2020**

- Managed teams of six army officials responsible for creating presentations that advised U.S. Military officials
- Facilitated, coordinated, and translated meetings between U.S. Army Officials and Afghan Military leaders
- Provided historical context and on-the-ground advice to U.S. Military Senior Officials (generals, colonels, etc...)

## VOLUNTEERING

**Pole Charkhy Community Hospital, Vaccination Team Supervisor / Volunteer, Jan. 2010 – Jan. 2014**

- Assisted as a volunteer member of the Community Hospital vaccination team from 2010 – 2012
- Surveyed over two hundred homes in Kabul City to gather data on Polio Vaccine eligibility
- Promoted to Vaccine Team Supervisor, providing training and supplies to team members on how to best engage and educate parents on the merits of the polio vaccine

## SKILLS

- Programs: Microsoft Office, Management Information Systems, HTML CSS, JavaScript
- General Skills: Customer Service, External Communication, Adaptability, Problem-solving, Time Management, Attention to Detail, Leadership

## REFERENCES:

- Richard A. Lewis, Command Sergeant Major (Retired)
  - Email: [Richard.a.lewis@protonmail.com](mailto:Richard.a.lewis@protonmail.com)
  - Tel. 915-822-6345
- Additional references available upon request