

Shifa Maqsood
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Steve Madden
New York, NY

Dear Hiring Manager,

I am enthusiastic about the opportunity to join Steve Madden as a Summer Intern. With a strong academic foundation, I graduated with Departmental Honors in Psychology from Brooklyn College and a Minor in Neuroscience.

Currently serving as a Research Assistant at Baruch College's Dynamic Learning Lab, I contribute to ongoing projects by managing experiments, handling administrative tasks, and facilitating participant communication. Collaborating closely with PhD students and fellow research assistants, we focus on real-life applications to address academic challenges and empower college students.

My internship at Art Beyond Sight showcased my ability to contribute significantly to advancing accessibility and inclusivity at Historic House Museums. Engaging in tasks such as grant writing, donor research, and budget planning, I gained valuable insights into the financial and physical considerations of implementing inclusive practices.

The highlight of my internship was our collaboration on creating Accessibility Guidelines for Museum staff training, aligning with the Americans with Disabilities Act (ADA). This involved extensive research, writing, and developing workshops to educate staff on implementing ADA-compliant protocols. This experience deepened my commitment to fostering accessible cultural spaces and promoting equity within diverse communities.

In an internship under an education professor, I conducted qualitative research on preschoolers with deafness and hearing challenges in inclusive classrooms. My responsibilities included a comprehensive literature review on inclusion, transcribing observational videos, providing crucial data for qualitative analysis, and supporting the professor's research findings.

Your current opportunity aligns seamlessly with my background, and I am confident in my ability to contribute effectively to the carbon mapping project, supply chain visibility project, and environmentally preferred material transition project. I am detail-oriented with excellent verbal, written, and interpersonal skills. Additionally, my proficiency in Microsoft Office, especially Word and Excel, positions me well for success in this role.

Warm Regards,

Shifa Maqsood

