

JOSEPH ABOUD

Carrollton, Texas 75006 • (214) 223-4801 • realjosephabboud@gmail.com

WORK EXPERIENCE

Business Manager, The Chimes	May 2024 - Present
	La Mirada, CA
<ul style="list-style-type: none">• Direct business operations and budget management for student newspaper with 40 staff members, reducing Q3 and Q4 costs by 35% while maintaining editorial quality and publication schedule.• Partner with editors, reporters, and administrative team to balance financial constraints with journalistic mission and editorial integrity.• Manage bi-weekly payroll processing for 40 staff and contributors, maintaining accurate records and timely payment schedules.	
Research Assistant, Biola University	Sep 2024 - Present
	La Mirada, CA
<ul style="list-style-type: none">• Presented research findings at the 2025 Western Psychological Association Conference, distilling complex statistical analyses into accessible insights for diverse audiences.• Programmed psychological experiments in E-Prime software for accurate data collection across 78 participants.• Coordinated participant recruitment and session scheduling, achieving 95% attendance rate through effective communication.	
Chief Executive Officer, Spezz LLC	Mar 2022 - May 2025
	Dallas, TX
<ul style="list-style-type: none">• Built digital marketplace connecting 80,000+ members with vendor products, developing content presentation guidelines and vendor communication protocols.• Created product listing standards and vendor onboarding documentation, streamlining communication between 35 vendors and platform users.• Coordinated technical partnerships with payment platforms (Stripe, Coinbase, Gemini Exchange), translating complex integration requirements into accessible vendor guidance.	

EDUCATION

Bachelor of Arts in Psychology	Expected Graduation: May 2026
<i>Biola University</i>	La Mirada, CA
Honors College	Expected Graduation: May 2026
<i>Torrey Honors College, Biola University</i>	La Mirada, CA

SKILLS

Technical Skills: AP Style, WordPress, Microsoft Suite, Google Suite, Content Management Systems, Data Visualization, Adobe Creative Suite

Soft Skills: Analytical Writing, Investigative Reporting, Interviewing, Editing, Communication, Research Skills, Critical Thinking