

Kiwakibt Melaku

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EDUCATION

University of Virginia, Charlottesville, VA

May 2027

Bachelor of Arts Undeclared

GPA: 3.4

Public Service Pathway

PROFESSIONAL EXPERIENCE

The Black Sheep, Charlottesville, VA

November 2023 – Present

Campus Ambassador

- Organized and hosted events around campus to increase brand awareness for partnering companies.
- Communicated with students who were interested in the company to answer any questions
- Tracked and reported on key performance indicators (KPIs) for events.

Spring Physical Therapy, Silver Spring, MD

June 2024 – August 2024

Physical Therapy Aid

- Assisted the front desk by answering phone calls, and scheduling appointments.
- Enhanced patient comfort and safety by setting up equipment, preparing treatment areas, and positioning patients as needed.
- Contributed to positive patient outcomes by closely monitoring progress and providing timely updates to the supervising therapist.

EduCorps Program, Silver Spring, MD

January 2022 – May 2023

Teaching Assistant

- Promoted a positive learning environment by effectively managing classroom behavior and addressing individual needs.
- Gathered extra resources to help underclassmen understand their course material better.

Writing Center, Silver Spring, MD

November 2021 – May 2023

Lead Tutor, Social Media Manager

- Brainstorm solutions to management problems and gathered resources
- Oversaw all content published on social media
- Trained new tutors to lead tutoring sessions
- Boosted engagement rates with the creation of compelling and visually appealing content
- Organized workshops for students on topics such as college and scholarship essay writing.

ADDITIONAL SKILLS

- Python
- MS Office (Word, Excel, PowerPoint)
- Digital Editing (Picsart, Canva)
- Social Media Marketing (Instagram, Facebook, X)