

# ZAHRA SYED

Metro Detroit, MI

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## EDUCATION

**Wayne State University, Mike Ilitch School of Business**

**Detroit, Michigan**

**Bachelor of Science in Business Administration of Finance**

**GPA: 4.0**

Major(s): Finance, Global Supply Chain Management

**Expected Graduation:** December 2028

Honors/Awards: Irvin D. Reid Honors College

Scholarships: Irvin D. Reid Honors Scholarship, WSU Warriors Scholarship

## EXPERIENCE

**Mezaj Coffee**

**Troy, Michigan**

*Barista*

*May 2025 – Present*

- Making drinks and serving food with over 100+ orders taken a day; ensuring they are completed with quality and on time
- Lead during rushes; all food and drinks are completed in order while being distributed in a timely manner within timeframe
- Establish a productive environment to make it easier for baristas in stressful situations by offering resources that they need
- Communicating with 50+ customers a day to ensure great service and quality is conveyed throughout the time

**Muslim Youth of Greater Detroit**

**Rochester Hills, Michigan**

*Youth Group Leader*

*June 2022 – August 2025*

- Detailed and creative event organizer, planned and hosted over 15+ social events, charity events, and fundraisers
- Managed and prepared event documents and materials for the events that were planned; handling assets of over \$1,000 in funds
- Trained volunteers ahead of time to assist on-site to provide support during the events which had a large turnout in registration
- Conducted post-event evaluations, to better develop the program for future reference and increase turnout value

## LEADERSHIP & PROFESSIONAL DEVELOPMENT

**MESA Business Club**

**Detroit, Michigan**

*Fundraising Manager*

*September 2025 – Present*

- Organizing fundraisers to help ensure everything is done well in a neat manner, evaluating revenue afterwards
- Ensuring the club has the resources needed to be funded, by supporting members through creative events appealing to students
- Introducing new methods of fundraisers to better engage with students and guarantee a better turnout with events

**Wayne Women in Tech**

**Detroit, Michigan**

*Membership Chair*

*September 2025 – Present*

- Arranging tabling events to grow club members and advertising the club in an enticing manner to gain engagement
- Operating tables with responsibility and properly assessing strategies to recruit members to better membership
- Devising plans to better construct table events to be appealing to the public while looking at trends displayed on social media

**Helping Hands**

**Troy, Michigan**

*Volunteer*

*September 2022 – May 2023*

- Aided food drives to help those in need, oversaw system to guide the volunteers to do their part with quality and effort
- Led and organized 2 drives to help ensure all packages are delivered on time, and are done with great effort and on time
- Guided individuals gathered to help with the cause, trained and staffed them to complete their part of the job
- Packaged more than 500 food packets to send with over 30 volunteers working at each station, making everything efficient

**STEM Summer School Program**

**Rochester Hills, Michigan**

*Volunteer*

*June 2025 – August 2025*

- Supervised kids aged 5 to 7 to ensure that they had completed their assignments, including STEM related activities
- Educated kids in areas of STEM, including Science and Math being heavily focused on throughout the camp
- Led groups of children to do their activities with effort while having one-on-one quality time for a better learning experience

## OTHER SKILLS & INTERESTS

**Technical:** Beginner Microsoft Office, Canva, Excel, PowerPoint, Word

**Language:** Beginner French, Hindi, Urdu,

**Interests:** Entrepreneurship, Kpop, Podcasts, Public speaking, Travel, Vlogging, Volunteering