

ABDULLAH ALAM

8604 Holly Way, Buena Park, CA 90620 | H: (714) 484-5724 | C: (714) 267-5079 |
abdullahalam_uhs@hotmail.com

SUMMARY

Seeking a job opportunity in Computer Science training with a global corporation.

EDUCATION

2013 Bachelor of Arts: Economics/Administrative Studies

University of California – Riverside, CA, USA

2010 Associate of Arts

Orange Coast College – Costa Mesa, CA, USA

2010 Golden West College – Huntington Beach, CA, USA

EXPERIENCE

05/2009 to 05/2009 Committee Member

Golden West College – Huntington Beach, CA

• I had voluntarily to work in Title V Advisory Committee because Professor Rebecca selected me to work on The Americans with Disabilities Act (ADA). The meetings are very important to the disability students in the future because disability students need to have interpreting, captioning, volunteer notetaking program (VNP), and tutoring.

06/2007 to 11/2008 Counter Service

Johnny Rockets – Buena Park, CA

• Customer service by serving and bussing on tables. Maintained work area with cleanliness and followed all safety procedures to keep quality service intact for our customers.

SELECTED SKILLS

• Computer Skills: Proficient in Microsoft Office applications such as WORDS, EXCEL, POWERPOINT; WEB BROWSE, E-MAIL.

• Related coursework: Java Basics Programming, C++ Basics Programming, Calculus, Computer Architecture, CAD/CAM.

• Language Skills: Bilingual in American Sign Language (ASL), Bengali, English.

ADDITIONAL INFORMATION

• DHH Student of the Year 2004-08 in University High School Rising Star in ROP 2006

• MS Office certificate in ROP 2005-06

• Computer Graphics and Design in ROP 2006-07

REFERENCES

Available on request

May 30, 2013

Dan Greer- Area Director
Center for Residence Life Apartment Area
113 Riverknoll
Rochester, NY 14623
Phone (585) 475-6018
Fax (585) 475-4301
drgria@rit.edu

To Whom It May Concern,

I am submitting this cover letter with attached resume to formally apply for RIT Community Advocate.

I know you will see me as an exceptional candidate, given the extensive experience that my resume reflects. I would thrive in taking on challenges and the possibility of being part of your business growth. If you are looking for the person who values strong services given to enhance your company's services, then I would like to join your team.

I look forward to discussing how my qualifications will be best suited for you. Thank you very much for your time and consideration. If you have any questions, please do email me at abdullahalam_uhs@hotmail.com or call me at (714) 484-5724

Sincerely,

Abdullah Alam
8604 Holly Way
Buena Park, CA 90620