

(770) 712-1127 Ekahvaz@gmail.com Atlanta, GA <u>LinkedIn</u>

Education

Georgia Institute of Technology- 3.8

Bachelor of Science in Chemistry; Chemical Engineering Degree Candidate,

Fall 2021 – present

Atlanta, GA

- Elected as West Village Communications Coordinator for RHA and a Member of Explore LLC
- Awarded the highest award in Girl Scouting, the Girl Scout Gold Award, in late September for helping pollinator conservation efforts.

Experience

WEST VILLAGE COMMUNICATIONS COORDINATOR

Georgia Institute of Technology | RHA

2021 - present

- Facilitated both internal and external communication, serving as the primary representative at Legislative Council and communicating information to Hall Council and West Village Residents.
- Advertised and marketed all aspects of Hall Council by directing marketing for Hall Council activities by drafting and sending emails., creating flyers, and communicating directly to the residents.
- Attended all Hall council meetings to record detailed minutes and provide communication updates to the community.
- Spearheaded public recognition for the West Village RAs as part of the Give Thanks Initiative.
- In the process of completing the RHA leadership track.
- Hosted four activities for residents and participated in planning for the weekly Hall Council meetings.

VICE PRESIDENT OF BRIDGING GENERATIONS

Cottonwood Estates | Bridging Generations

2018 - 2021

- Developed a cross-channel social media platform to engage and inform club members on Instagram, school news and announcements, Remind, Signup Genius, and self-designed website.
- Created logo and standardized format of web pages to convey a program-wide consistent design.
 Developed interactive, online tools to assist users with accessing the calendar and photos, updated to the website in a timely fashion.
- Coordinated and maintained close relations with club members, volunteers, school staff, the
 retirement home event coordinator, assisted living staff, supply closet staff, selected entertainment,
 and catering for the events.

STUDENT COUNCIL MEMBER

Cambridge High School | Student Council

2017-2021

- Collaborated with peers to prepare an event for 700+ students and staff as part of the prom planning committee and the advertising subcommittee.
- Attended weekly meetings and exhibited sound judgement while executing responsibilities including voting on institutional changes.
- Led the design and advertisement for homecoming by creating an immersive experience which was recognized by the school for outstanding performance and accomplishment.
- Created the poster used for the theme reveal and primary advertisement for prom.

ORCHESTRA LIBRARIAN

Cambridge High School| Camerata Orchestra

2020-2021

- Developed digital newsletter from the ground up; managed monthly newsletters from concept to completion which were produced in a timely fashion and posted on the Instagram and teams channels.
- Communicated with faculty and students for informational input and researched, analyzed, collected, and interpreted information to ensure accuracy and consistency of information.