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SONALI KRISHNAN-DEEM

CONTACT

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SKILLS

- Proficient in Adobe Creative Cloud, MS Office
- Familiar with HTML, GitHub
- Skilled in content writing, copyediting, and proofreading
- Comfortable with social media platforms
- Excellent analytical skills
- Self-motivated
- Cooperative and dedicated team member
- Outstanding interpersonal and customer service skills
- Organized and energetic
- Quick learner
- Flexible and adaptable

EDUCATION AND RELEVANT COURSEWORK

San Jose State University • May 2020 • San Jose, CA

Bachelor of Arts in Global Studies with a minor and certificate in Professional and Technical Writing

- International Organizations/NGOs
- Changing Ecologies
- Population and Global Change
- Editing for Writers
- Professional and Technical Writing
- Visual Rhetoric and Document Design

University of Tartu • Spring 2019 • Tartu, Estonia

Semester Abroad

- Extreme Right-Wing Movements and Populism

ORGANIZATIONS AND ACTIVITIES

Global Studies Union

Treasurer • Fall 2018 – Spring 2020

CommUniverCity

Student Representative • Fall 2018

Delta Gamma Foundation

Member and Volunteer, Gamma Eta Chapter • 2016 – 2017

Good Samaritan Emergency Department

Volunteer • 2016 – 2017

Our City Forest

Volunteer • 2014 – 2018

Cambrian Park Little League

Volunteer • 2012 – 2018

EXPERIENCE

Lead Server • The Party Helpers • San Jose, CA • October 2016 – May 2020

- Lead teams of 5-6 people and be prepared to adapt to constantly changing conditions
- Maintain excellent customer service at various venues for extended periods of time in stressful conditions
- Pack décor, kitchen, and serving supplies for various events
- Set up and break down before and after weddings, parties, and corporate meetings

Server • Souvlaki Greek Skewers • San Jose, CA • September 2016 – July 2018

- Billed customers and accurately took orders over the phone
- Opened and closed restaurant 5 out of 7 days a week
- Provided excellent customer service

Internal Communications Intern • Riverbed • San Francisco, CA • June 2016 – August 2016

- Spearheaded L.E.A.D. program to help improve communication and leadership throughout company
- Maintained consistent punctuality and organization
- Collaborated with others in various departments to create new ideas