

Nabeyu Zewdie  
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#### Summary of Qualifications:

Working for the Career Management Center and well as an IT in the Computer Lab of the ODU library has given me an insight on technology. Three years of military school experience that exemplifies leadership and discipline. Also, I work great in a fast pace environment and have prepared and served food with my expert communication skills.

#### Educational Experience:

Thomas A. Edison High School  
Alexandria, Virginia  
1 year

Fork Union Military Academy  
Fork Union, Virginia  
Graduated with an Advanced Studies Diploma  
Consistently on Honor Roll and Dean's List every year  
Successfully completed two Advanced courses with nothing below a B+  
3 years

Old Dominion University  
Norfolk, Virginia  
3.6 GPA  
Dean's list for over 2 semesters  
Majoring in Graphic Design  
2<sup>nd</sup> year

#### Work Experience

Fork Union Military Academy Summer School

Counseling high school students throughout the month of July  
Preparing them for the military aspect of the school so they are ready for the school year  
Teaching them common courtesy, politeness, keeping themselves physically fit and overall how to be a man.  
Making sure they maintain their grades and stay out of trouble within the military rules and regulations of the school.

## Old Dominion University Housing and Residential Life

Working as a Desk Receptionist assisting and accommodating to the needs of Residents of Powhatan Apartments at Old Dominion University.

Answering phone calls and take down messages for any residents that call or walk in.

Message residents of package arrivals and distributes x-keys for residents who have misplaced their keys

Assist the Director of Housing with any other tasks throughout the day and design posters for Residential Life meetings

## Ethiopian Community Development Center, Inc.

Helped finding entry-level employment opportunities and assisting the needs newly arrived refugees and immigrants.

Drafted letters and various documents as well as general administrative assistance.

Designing letterheads and other logos promoting the government funded program.

## Old Dominion University Career Management Center

Served as the Library Computer Lab's IT Consultant helping students and other computer users how to properly use the computers in the lab and fix any problems they are having.

Worked as the Assistant to the Manager performing several tasks like filing paperwork, answering calls, organizing documentation and other needs.

Organized and arranged the Student Career Fair.

## Papa John's Pizza

As a Team Member I ensured the quality of the food being served to be beyond expectation.

Cooking as a Chef, I learned first hand how to create quality food for satisfaction of the customers.

Quickly adapted to working in this fast-pace and high volume environment.

## Awards and Achievements

2<sup>nd</sup> Place for "Live a Safe and Drug Free Life" Artwork - 2006

Honor Roll (Fork Union Military Academy) – 2008, 2009, 2010

Honor Company – 2009-2010

Dean's List (Fork Union Military Academy) – 2008, 2009, 2010

Rifle Guard Team – 2009-2010

Staff Sergeant – 2009-2010

Platoon Leader – 2009-2010

Drill Sergeant – 2009-2010

Twenty-One Gun Salute for Veteran's Day – 2009, 2010

Performing various Off and On-Campus Parades for the 3-Star General and the Fork Union community – 2008, 2009, 2010

Most Improved JV Basketball – 2009  
Most Valuable Player Varsity Cross  
Country - 2009  
Most Improved Varsity Cross Country –  
2009  
Captain Varsity Cross Country Team -  
2009  
Most Valuable Player Track/Field - 2009  
Captain 4x800 Team - 2010  
Most Improved JV Lacrosse - 2009  
Captain Varsity Lacrosse - 2010  
Most Valuable Player Varsity Lacrosse -  
2010  
National Society of Collegiate Scholars –  
2011  
Dean's List (Old Dominion University) –  
2010, 2011