



EDUCATION

- August 2014 – May 2018 **New York University Abu Dhabi, Abu Dhabi, UAE**
BA in Music and BA in Theater (GPA 3.928)
- September – December 2016 New York University, New York City, US
(Tisch School of the Arts: “The Classical Studio”; NYU Steinhardt)
- January – May 2017 New York University Berlin, Berlin, Germany
(Tisch Special Program: “Stanislavsky, Brecht & Beyond”)

PROFESSIONAL EXPERIENCE

- May 2018 – July 2018 **New York University Abu Dhabi, Abu Dhabi, UAE**
Research Assistant
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- Worked closely with Prof. Matteo Marciano on researching various topics in Music Technology and Mixing
 - Completed a book proposal and an article
 - Compiled annotated bibliographies, sources, and other cross-disciplinary materials relevant to the position
- January 2018 – May 2018 **The Arts Center, NYUAD, Abu Dhabi, UAE**
Producing Intern
- 
- Worked closely with the Senior Producers to help execute The Arts Center’s season
 - Made arrangements for artists based on their individual needs
 - Executed general administrative functions, such as receipt reconciliation and preparing welcome packets for guests
 - Supported the Senior Producers in maintaining a fruitful and stable relationship with the artists during their residency
- June 2017 – August 2017 **Tectonic Theater Project, Inc., New York City, US**
Administrative Intern
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- Researched grant opportunities, donor prospects and maintained respective databases
 - Executed general administrative responsibilities, such as processing checks, mail and maintained Tectonic’s general email accounts
 - Digitalized the majority of the company’s past documentation
 - Organized and supported meetings for the executive director of Tectonic Theater Project
 - Developed new contracts for possible hires for projects
 - Researched and followed up with venues for organization of social events
- September 2014 – May 2016 **NYU Abu Dhabi Admissions Office, Abu Dhabi, UAE**
Senior Admissions Ambassador
- 
- Trained 19 Ambassadors for campus tours and answer questions about the university’s various programs and activities
 - Reviewed applications and conducted interviews for Admissions Ambassadors recruitment
 - Developed tour plans and graphics for campus tours
 - Led campus tours for VIP guests, prospective students and parents
 - Scheduled office hours for 19 Ambassadors

LEADERSHIP & COMMUNITY INVOLVEMENT

- January 2018 – February 2018 **New York University Abu Dhabi, Abu Dhabi, UAE**
Teaching Assistant
- 
- Assisted Prof. Debra Levine for her J-Term course called “How Movement Makes Meaning” comprised of 15 students
 - Curated and compiled online Tome Book with contributions from the students
 - Assisted in evaluation of student progress and curriculum development
- August 2017 – November 2017 **The Aeneid, Mainstage Student Production, NYU Abu Dhabi, UAE**
Assistant Director
- 
- Recorded notes during design/production meetings and rehearsals for the Director
 - Made sure actors received their notes when the director was otherwise occupied
 - Conveyed my own thoughts and suggestions to the director whenever possible
 - Instructed actors on how to move set pieces as necessary
 - Facilitated the incorporation of a musician and music into the piece

SKILLS

Languages: German (Native), English (Fluent), French (Level B2)

PC-Knowledge: Adobe (Photoshop, InDesign, Illustrator), Microsoft Office (Word, Excel, Power Point), Basic Skills in Sound Design, Music Processing, HTML & CSS