

MUZNA ABBAS

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EDUCATION

GEORGETOWN UNIVERSITY

Master of Business Administration (MBA), McDonough School of Business

Washington, DC

May 2021

Master of Science in Foreign Service (MSFS), Walsh School of Foreign Service

May 2021

- Certificate in Sustainable Business (MBA), Concentration in International Development (MSFS)
- Forté Fellow; Chair, Diversity & Inclusion @ Georgetown; VP of Career, Net Impact Club
- Consulting Club, Net Impact Club, Finance Club, Emerging Markets Network
- Competitions: Women in Investing Stock Pitch

CANISIUS COLLEGE

Master of Science in Education, Childhood Education

Buffalo, NY

May 2018

- Bilingual Education Extension; TESOL Extension

UNIVERSITY OF CALIFORNIA SAN DIEGO, Warren College

Bachelor of Arts, International Studies - Political Science, Literature/Writing Minor

La Jolla, CA

June 2016

- Study Abroad: University of Cambridge, Pembroke-King's Program
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EXPERIENCE

ELLAVATE SOLUTIONS

Junior Consultant

Washington, D.C.

August 2020 – October 2020

- **Client Management:** Directly oversee 3+ client accounts and manage diverse stakeholder needs with limited oversight.
- **Facilitation:** Plan and facilitate workshops, employee focus groups, and strategic visioning sessions with clients.

ALVAREZ & MARSAL

Summer Associate, Public Sector Services

Washington, D.C.

June 2020 – August 2020

- **Problem Solving:** Designed management and organizational tools and provided improvement and efficiency recommendations for clients based on qualitative and quantitative analysis.
- **Entrepreneurial Drive:** Initiated a practice-wide Diversity and Inclusion newsletter and served on numerous diversity and inclusion initiative committees to improve recruiting and retention efforts.
- **Leadership:** Mentored and managed a team of junior colleagues through analysis and presentation of projects.

INTERNATIONAL YOUTH FOUNDATION

Life Skills Development Program Associate

Baltimore, MD

August 2019 – June 2020

Passport to Success Fellow

May 2019 – August 2019

- **New Business Strategy:** Constructed a life skills framework to align with new organization strategy and other programs, based on sector research as well as internal and external consults.
- **Product Development:** Developed online and blended learning instructional materials in 3+ languages.
- **Process Improvement:** Created programmatic standards toolkits to strengthen program monitoring and evaluation.

GEORGETOWN UNIVERSITY

Graduate Teaching Assistant, Statistical Methods

Washington, D.C.

January 2019 – Present

- **Data Analytics:** Lectured and provided support to 40 students per semester on statistics and software: STATA.

BUFFALO PUBLIC SCHOOLS, BILINGUAL CENTER SCHOOL 33

Bilingual, 5th/6th Grade Teacher

Buffalo, NY

August 2016 – June 2018

- **Project & Crisis Management:** Guided 30+ students through grade-level curriculum and project-based learning experiences in a well-established classroom environment while adapting to student social/emotional needs.
- **Operations:** Developed and delivered lesson plans utilizing differentiated techniques and strategies which improved student's ability to read, write, and speak in both English and Spanish.
- **Curriculum development:** Built new units and lesson plans focusing on bringing cultural awareness to students and staff.

TEACH FOR AMERICA, BUFFALO

Corps Member, Corps Member Advisory Board Member

Buffalo, NY

June 2016 – June 2018

- **Group Facilitation:** Planned and facilitated diversity, equity, and inclusion workshops for 50+ corps members.
 - **Leadership and Initiative:** Designed a monthly Diversity, Equity, and Inclusion newsletter including discussion on relevant topics as well as lesson planning resources helping corps members better incorporate DEI-related instruction.
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DISTINCTIONS

- Awards:** Outstanding Student Leader in Diversity, Equity, and Inclusion Award, Georgetown University
- Leadership:** Chair, Diversity & Inclusion @ Georgetown; Corps Member Advisory Board, Teach for America, Buffalo
- Global Mindset:** Urdu/Hindi (fl), Spanish (fl); 18+ countries traveled
- Community:** Author, *Letters to My Brown Mother*; Leadership for Educational Equity; Alpha Epsilon Phi Sorority