

Amit Shalem

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EDUCATION

Tel Aviv University

2021 - present

Approaching my 3rd year as a bachelor student in *Political Science and Communications*

- ◇ Relevant coursework: Strategy in the Modern Era, Contemporary Political Thought, Intro to International Relations, Marketing and Digital Strategies, Handling Media Crisis Situations

PROFESSIONAL EXPERIENCE

Ministry of Defense, *Student Position*

May 2023 - present

- ◇ Department of National Emergency Management Authority.
- ◇ Maintaining a relationship with suppliers and official representatives in the scope of emergency preparedness.
- ◇ Administrative work for key executive and the rest of her team.

Ignite by Coller Entrepreneurship Club, *Team Member*

Dec 2022 - present

- ◇ Expected to start new role in *External Relations* this upcoming academic year of Fall 2023.
- ◇ Maintaining a relationship with key personnel in a variety of industries: business, tech, law, finance.
- ◇ Leading and managing events >100 people while working effectively in a team. Includes Hackathons, competitions, and lectures.
- ◇ Marketing events through posts on various social media platforms including LinkedIn and Instagram.

Model United Nations TAUMUN, *Person of Contact*

Sept 2021 - Dec 2022

- ◇ Active participant in international conferences.
- ◇ Interviewed and recruited new members.
- ◇ In charge of a group of students and their training.

Camp Kimama, *Counselor*

June 2021 - Aug 2021

- ◇ Planned and carried out weekly schedules and activities for children of different ages.

Derech Hagefen, *Hostess*

March 2021 – June 2021

- ◇ Oversaw hundreds of customers per shift, while managing seating chart and arrivals.
- ◇ Evaluated and monitored restaurant activity to determine possible future issues and overall flow.
- ◇ Excellent communication skills and customer oriented.

Israeli Air Force, *NCO of Operations*

March 2018 - March 2020

- ◇ Managed military unit operations room, Southern ATC Unit.
- ◇ Multitasked in a high-pressure environment in times of emergency as well as day-to-day routine.
- ◇ Strong attention to details.
- ◇ Developed and integrated new operational working processes, changes and responsibilities undertaken by NCOs of operations at my military unit.
- ◇ Trained new soldiers.

VOLUNTEER WORK

Tokyo Beit Chabad

- ◇ Taught English, Hebrew, Math, and Jewish customs to children ages 5 to 12.

The British School in Tokyo

- ◇ Created and carried out activities for children ages 5 to 6.

LANGUAGES

- ◇ English – Native
- Hebrew – Native
- Spanish – Limited working proficiency