Areebah Sayeed

Winston Salem, NC, USA (Open to Relocation) | *sayea23@wfu.edu* | *646.647.0872* | *LinkedIn*

EDUCATION

Wake Forest University, *Winston-Salem, NC (May 2027)*
Bachelor of Arts in Political Science and Economics | Major GPA: 3.5 | Combined GPA: 3.1
LSE Summer School, *London, UK (August 2025)*
Aga Khan School Dhaka, *Dhaka, Bangladesh (July 2023)*
International Baccalaureate Diploma Program | Points: 30
Chittagong Grammar School, Dhaka, Bangladesh (May 2021)
Cambridge International Education O-Levels | Grade: 4A*s & 4As

PROFESSIONAL EXPERIENCE

Benson University Center
Employer name: Nick Orman, Facility & Events Coordinator — *Winston Salem, NC, USA*
Position: Fireside & University Activity Space Employee — *August 2025 - Present*

- Oversee daily fireside services and ensure safe usage, and timely setup.
- Manage event operations by coordinating with caterers and managing AV, lighting, and sound systems engineers.
- Maintain operational readiness by handling opening and closing responsibilities, directing traffic flow, and supervising event spaces.

Yunus Centre – Social Business Day 2025
Employer name: Zeenat T. Islam, Chief of the Internship and Visit Programs — *Dhaka, Bangladesh*
Position: Intern — *May 2025 - July 2025*

- Supported speaker management, digital communications, and event logistics for Social Business Day 2025, serving +120 global delegates.
- Collaborated with a team of 10 global youth interns to organize and execute the 15th Social Business Day.
- Coordinated cross-functional event operations with clear communication across multiple time zones and cultural contexts.

Duronto TV
Employer name: Abhijit Chowdhury, MD — *Dhaka, Bangladesh*
Position: Crew Member, Research Team — *May 2024 - August 2024*

- Assisted the research process on the adaptation of imported TV shows for Bangla-language audiences, assessing dubbing strategy and potential market traction.
- Interviewed the production team to gather insights on dubbing decisions, and content curation.
- Observed the production team to understand how foreign content was localized for Bangladeshi viewers.

Chittagong Grammar Community School Dhaka — *Dhaka, Bangladesh*
Employer name: Ridwana Ali (Head of CGSD Elementary) — *February 2023 - August 2023*
Position: Special needs faculty member

- Provided one-on-one and small group support to students with learning disabilities, focussing on skill building and confidence enhancement.

LEADERSHIP & COMMUNITY EXPERIENCE

Active member of SAFAR (Student Association for the Advancement of Refugees), *Winston-Salem, NC (February 2024 - Present)*

- Manage distribution of school supplies to +30 families

President of Z Club, Zonta International, *Dhaka, Bangladesh (May 2021 - August 2023)*

- Led women empowerment campaigns through student-led service and advocacy projects.

ADDITIONAL SKILLS

Technical: Microsoft Word, Excel, PowerPoint, Adobe Photoshop, Adobe Illustrator, R Studio
Language: English and Bengali (Fluent)