

Fathia Balgahoom
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EDUCATION

Montclair State University, Montclair, NJ

Bachelor of Arts in History; Certification in P-12 Social Studies Education

May 2022

- GPA: 3.88
- Relevant Coursework: The Study of History; History of the US to 1875, Contemporary Europe 1914- Present; Introduction to Modern Middle East; Introduction to Chinese Civilization; Cinema, Politics, and Society in the Middle East; Women in the Muslim World; Immigrant in American History
- Dean's List: Fall 2018-Present

River Dell Regional High School, Oradell, NJ

High School Diploma

June 2018

WORK EXPERIENCE

Montclair State University: Undergraduate Admissions, Montclair, NJ

Admissions Ambassador

September 2018 - Present

- Give campus tours
- Answer and transfer phone calls
- Hire new ambassadors
- Mentor and train new ambassadors for tours and office work

Prodigy Academie, Ramsey, NJ

Teacher Assistant/ Floater

June 2019-August 2019

- Taught and managed groups of children
- Utilized different classroom management skills for each group
- Assisted the lead teacher in various tasks

Cherry Hill Elementary School, River Edge, NJ

Intern

February 2018-June 2018

- Taught 4th-6th graders math, science and social studies lessons

Leonard S Miller, P.A., Fair Lawn, NJ

Intern

September 2017-January 2018

- Co-wrote discoveries and other legal documents
- Email and respond to various firms
- Took notes in meetings with clients
- Answer and transfer phone calls

LEADERSHIP AND ACTIVITIES

Montclair State University: Office of Commuter Life, Montclair, NJ

Street Team Member

September 2019 – Present

- Assist in set-up, execution, and breakdown of any or all Commuter Life events
- Responsible for swiping ID's and welcoming attendees into all programs and events

Montclair State University Board of Trustees, Montclair, NJ

Student Trustee

June 2019 – Present

- Attend the Board of Trustees Meetings
- Communicate and maintain a relationship with the Student Government Association's Executive Board
- Communicate and maintain a relationship with the President of the University
- Communicate with other Board Members and University Administrators
- Facilitate discussions with students across campus

Montclair State University Justice For Education, Montclair, NJ

Secretary and former Treasurer

December 2018 - Present

- Communicate with the Student Government Association Treasurer, Bookkeeper, and Office Administrator
- Keep records of all financial documents
- Discuss finances with the other positions
- Co-create events
- Respond to emails from other organizations
- Maintain a line of communications with the organization's members
- Communicate with the Class Directors
- Take organized and detailed notes during general body meetings

Literary Magazine, River Dell Regional High School

Co-Editor in Chief

September 2016 – June 2018

- Edit all submissions to the literary magazine
- Organize pictures and poems/short stories together
- Help create the magazine's layout

The Ridellion, River Dell Regional High School

Entertainment Editor

September 2016 – June 2018

- Write articles for the newspaper
- Edit all entertainment related articles

ACHIEVEMENTS, CERTIFICATIONS, AND SKILLS

Computer: Microsoft Office (Word, Excel, PowerPoint, OneNote, Outlook, and OneDrive)

Language: Fluent in English, Intermediate in Indonesian

Certification: First Aid/CPR (2018-Present)

Scholarships: Erika Steinbauer Future Teacher, Mike Weber, Sr. Foundation Scholarship, Presidential Scholars