

Meena Kabbani

New York, NY | meenakabbani@gmail.com | meenakabbani.com

EDUCATION

Fordham University, Lincoln Center

BA in Communications, Visual Arts (GPA: 3.8)

- Dean's List

New York, NY

Graduation Date: May 2025

WORK EXPERIENCE

Aesop

Retail Consultant

New York, NY

August 2023 - August 2024

- Provided expert product knowledge and skincare advice to assist customers in selecting the appropriate Aesop products
- Helped design in-store campaign layouts for seasonal or new product activations to promote sales
- Participated in weekly inventory counts and accepted and organized product deliveries

Crate & Barrel

Sales Associate

New York, NY

July 2023 - August 2023

- Assisted customers in selecting and purchasing home furnishing and decor items, providing exceptional customer service and product knowledge
- Demonstrated comprehensive knowledge of Crate & Barrel product offerings

K&K Consultant

Office Administrative Assistant

Torrance, CA

August 2020 - May 2023

- Assisted in processing and filing patient forms, company bills, and invoices
- Collected and organized COVID-19 test swabs and prepped them to be run in the lab
- Used LABDAQ to access patient information, order tests, and log test results

VOLUNTEER EXPERIENCE

Insaniyyat

Media Strategist

New York, NY

February 2024 - Present

- Design graphics for a series of talks, podcasts, and specialty projects
- Engage with the community through social media platforms to expand outreach

Yearbook, Redondo Union High School

Editor in Chief

Redondo Beach, CA

August 2017 - June 2021

- Worked as a page editor, then was promoted to Editor-in-Chief in August 2020
- Used Adobe Creative Cloud Apps such as InDesign, Photoshop, and Illustrator to design spreads
- Managed editors by setting deadlines and assigning work
- Awarded Pacemaker finalist in '18, '19, '20, and '21 and Silver Crown finalist in '19, '20, and '21

Girls Scouts of America

Scout

Los Angeles, CA

October 2008 - September 2021

- An active member of the Girl Scouts of Greater Los Angeles for 13 years, earning the final title of Ambassador
- Earned the Bronze Award volunteering at Richstone Family Center, working with less fortunate children
- Earned the Silver Award by raising awareness of the dangers of leaving kids and pets in hot cars at local fire department expos and elementary schools
- Volunteered at local events, such as packing emergency kits for local elementary schools and beach cleanups, and mentored younger troops in the area

SKILLS

- Experience using Adobe Creative Suite, including InDesign, Photoshop, Illustrator, Lightroom, and After Effects
- Web design skills, including HTML and CSS
- Proficient in Microsoft Office
- Skilled at using social media platforms such as Instagram, TikTok, and X
- Organization