

OLGA KALASHNIKOVA
SAGE Scholar

EDUCATION

- University of California, Berkeley; BA in Political Science, GPA 4.00, expected graduation: May 2010

SUMMARY OF QUALIFICATIONS

- Proficiency in English and Russian
- Excellent written, research, presentation, leadership and interpersonal communication skills
- Public speaking and event hosting experience

RELEVANT EXPERIENCE

Slavic-American Democracy In-Action (SLADA), Sacramento, CA

Member and Volunteer

2004-Present

- Developed CETAL (Civic Education for Tomorrow's America's Leaders) project educating American immigrant youth on politics-related subjects to assure that they become confident, educated, and enthusiastic voters and leaders
- Created constructive relationships between community and government through forums leading to an increase in government support for the organization
- Initiated projects and ideas, performed research, organized meetings, planned community events
- Improved an exchange of information through community events and interviews with local officials
- Facilitated involvement of community, business, and media in the development of a network of contacts and collaborative efforts

Law Offices of Alex Gortinsky, Sacramento and San Francisco, CA

Immigration Interpreter

2005-Present

- Worked part-time as an interpreter from Russian into English and English into Russian in immigration courts both inside and outside of California for the benefit of the immigrant families
- Trained and prepared clients for pre-court immigration interviews, court proceedings, court etiquette and behavior conduct

Pinnacle Home Finance, Sacramento, CA

2006-2007

Loan Processor

- Processed files, worked with loan officers, title companies and appraisers, conducted pricing with account executives, closed files
- Trained other loan processors to process files using Calyx Point loan origination software

Asian Pacific Islander American Public Affairs Association (APAPA), Sacramento, CA

Member and Volunteer

2007-Present

- Presented programs and information to groups of 30+ audiences on issues important to voters and on diversity issues in the community

LEADERSHIP EXPERIENCE

Phi Theta Kappa International Honors Society, Sacramento, CA

Vice-President of Leadership

2007-2008

- Organized, supervised, and carried-out various region and community projects
- Initiated a collaborative project with Environment California to help persuade Congress allocate \$191million in funding for the National Park Service
- Promoted Phi Theta Kappa individually and as part of a team leading to the chapter's 12% increase in membership over the year
- Wrote a "Leadership Hallmark" project describing chapter's achievements for which I was one of four students chosen to represent the chapter at the International Phi Theta Kappa Convention in Philadelphia
- Coordinated member involvement in the Phi Theta Kappa Nevada/California Leadership Conference

Russian-American Media, Sacramento, CA

Public Relations

2004-2005

- Planned and hosted community events to 300+ audiences in both English and Russian languages establishing lasting relationships between Russian and American local businesses and organizations
- Conducted interviews with local officials and business leaders for the community newspaper "Anons"
- Fundraised \$20,000+ for the Russian-American media through corporate outreach and corporate sponsorship including Washington Mutual, Allstate Insurance, and Sacramento Municipal Utilities District.

HONORS

- California Alumni Association Leadership Scholarship, Phi Theta Kappa National Honors Society Scholarship, Political Science Scholarship, Best Community Event Hostess of Northern California Award, Dean's List

MEMBERSHIP

- California Alumni Association, Undergraduate Political Science Association, Pre-Law Association, International Association of Business Communicators, Student Human Resources Association