

Tarikat Khan

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SUMMARY

- Experienced individual with experience in academia, profit, non-profit and governmental sector as demonstrated by multiple experiences and projects, detailed below.
- Highly skilled in Qualitative data collection methods and analysis as demonstrated by working on multiple projects in different sectors of the industry.
- Strong theoretical and research background as demonstrated by GPA and independent research projects, with a special expertise in Gender-Issues and Marginalized Communities.
- Capable team coordinator with extensive experience in conflict-resolution, and team leadership.
- Experienced with executive and managerial duties including, but not limited to fundraising, maintaining interpersonal relationships with donors, event management and marketing.

EDUCATION

Bachelor of Science in Sociology (Minor in Non-Profit Studies) **GPA: 3.30**
University of Southern Mississippi (USM) **December 2020**

PhD in Sociology (First-year Student) **August 2022-Present**
Louisiana State University (LSU)

Coursework: Research Methods & Data Statistics, Women & Gender Studies, Race & Ethnicity, Non-Profit Funding, Principles of Marketing & Management, Legalities in Business, Sociology of Education, Deviant Behavior, Reporting (Media)

SKILLS

- Sampling & Qualitative Data Collection Methods
- Theoretical Modelling & Conceptual Framework Development
- Academic Writing
- Data Analysis & Visualization
- Excellent Social and Interpersonal skills
- Leadership, Management, and Strategic Planning
- Highly Proficient in English, French, and Urdu

Software: R/R-Studio, Microsoft Office Suite (Excel, Word, PowerPoint), Adobe Suite (Photoshop, InDesign, Lightroom)

EXPERIENCE

Qualitative Research Analyst **Partners in Development Consultancy (September, 2021 – Present)**

- Qualitative Research Analyst for multiple projects concerned with social, rural, and sustainable development, involving, qualitative data collection (using Focus-Group Discussions, open-ended surveys, case studies, etc.) and analysis (Qualitative Content Analysis, Thematic Analysis).
- Projects also involved extensive literature reviews, conducting team meetings, strategic planning for project implementation, and supervision of enumerators during field exercises.

Content Analysis and Moderator Intern **YouCan Technologies (April, 2021 – July, 2021)**

- Tasked with content crawling and content moderation in coordination with publication team for publishing of news items.
- In charge of researching news trends using targeted audience, location, and focus-groups.
- In charge of social media management, involving content creation for posts, and communicating with followers.

Intern **USM Eagle's Nest Food Pantry*^{Non-Profit} (August 2020-December 2020)**

- Planned, Managed, and hosted several events such as, Pantry's 4th Year Anniversary, fundraisers, and food drives.
- Strong relationship building with donors to facilitate and promote Eagle's Nest Food Pantry.

- Assisted management staff by consolidating books and accounts of the pantry to ensure smooth flow of donations and purchases.
- Overlooked all social media in an effort to promote the pantry efforts and increase donations to facilitate more students in need.

Research and Technical Assistant **USM Cook Library (August, 2018 – December, 2020)**

- Helped library patrons in finding research materials using sources such as JSTOR, EBSCOhost etc.
- Assisted with print stations, scanning, and overlooked computers present within the library.
- Aided off-campus patrons through online chat system.

Creative Intern **Give and Take Kitchen^{*Non-Profit} (January, 2019 – May, 2020)**

- Wrote blogs for the organization's website.
- Managed social media accounts.
- Researched on fundraising and future projects beneficial to the non-profit.

Social Intern **Benazir Income Support Program (May, 2019 – August, 2019)**

- Collected data from field resources provided by Project Manager.
- Interviewed women from rural areas for survey purposes.

Receptionist/Accountant **Khan Restaurant (May, 2015 – November, 2020)**

- Developed a financial plan for better account keeping.
- Managed accounts for expenditures and revenues through spreadsheets.
- Trained individuals for bookkeeping including the use of income statements and balance sheets.

PROJECTS

Independent Research Study **July, 2019 – Present**

- Currently conducting research on the impacts of a change in social location on Pakistani women's perceptions about social dilemmas such as divorce.
- Using Facebook to determine this impact by conducting semi-structured interviews of women in three different Facebook groups.
- Working with my advisor through on-on-one sessions to consolidate the data and report results.

Independent Research Study **August, 2020 - December 2020**

- Conducted small-scale qualitative research on the concept of colorism and how it impacts the women living in Pakistan, including the culture of using fairness creams.
- Interviewed 10 different Pakistani women of different backgrounds and marital statuses with different lifestyles in order to put forward a qualitative narrative.
- Consolidated and summarized the results into a qualitative analysis.

Independent Research Study **August, 2020 – December, 2020**

- Conducted a content analysis on how item songs in Bollywood movies may sexualize the image of women.
- Collected data through techniques of coding and analyzed the gathered data in conclusion.
- Summarized findings in a detailed and visual content analysis.

Community Engagement

Global Friends

The University of Southern Mississippi • Activities & Social Chair **August 2019-December 2020**

- Aim to bring together students from all around the world, including the United States, in order to make everyone feel validated at the University of Southern Mississippi and conducted Bake Sales, arranged day trips to other cities for sightseeing and did fundraising.

African American Journalists' Organization

The University of Southern Mississippi • General Member **August 2019- December 2020**

- Participated in general meetings to bring forward new ideas to the table.
- Helped with events to represent African American culture on-campus and make it more inclusive.

Independent Tutor

• Tutored children from the age of 3-10 and tutored O Level Students Principles of Accounting, Business Administration, English Language and Beginners' French.

Self-Employed (2008 – Present)