

Elizabeth M. Léka

Santa Barbara, CA ☆ (805) 450-6923 ☆ [LinkedIn](#) ☆ [Portfolio](#)
[YouTube](#) ☆ erzsebetleka@gmail.com



EDUCATION

Loyola Marymount University, Los Angeles, CA

August 2023-Current GPA: 3.86

Working toward BA in Journalism, Minors in Bioethics and History

San Marcos High School, Santa Barbara, CA

Graduated June 2023

EMPLOYMENT HISTORY

Director of Activities, Residence Hall Association

June 2024 – Current

- Plan large scale events for on-campus community, coordinate volunteers and vendors

News Intern, Noozhawk

June 2024 – August 2024

- Covering breaking news impacting local community, follow fast-paced deadlines, attended trials and city council meetings for story research

Tutor, LMU/ Playa Vista Elementary School

September 2023 – Current

- Twice weekly tutoring for individual students in reading and mathematical skills

Sandwich Maker/Cashier, Jersey Mike's

Summer 2023, Summer 2024

- Collaborated in a fast-paced environment to create quality products and maintain a positive customer experience

KEY SKILLS

- Able to prioritize tasks, keep documentation organized
- Excellent written and interpersonal communication skills, and editing skills
- Proficient in AP Style, Wordpress, SNO, Adobe Creative Suite, Google Suite, HTML, CSS, Microsoft Office Suite, Canva

ACTIVITIES AND AWARDS

- Dean's List: Fall 2023, Spring 2024, Fall 2024
- Ritual Coordinator for Xi Omicron chapter of Delta Zeta Sorority
- San Marcos HS Kings Page Newspaper - Editor in Chief, Opinion Editor, Website Editor
- Mock Trial - High School and College Level
 - Won 2 awards in HS, won Witness award at Fall 2024 Anteater Invationals
- Scholarships: LMU Arrupe (4 years), San Marcos HS Foundation