

# RAYAZ KHAN

West Hempstead, NY · 516-428-0177

[info@rayazkhan.com](mailto:info@rayazkhan.com) · [linkedin.com/in/rayaz-khan](https://www.linkedin.com/in/rayaz-khan) · [rayazkhan.com](https://www.rayazkhan.com)

## EDUCATION

---

CUNY Graduate Center Manhattan, NY  
**Master of Arts in Philosophy** (*GPA: 3.7*) 9/2019 - 6/2024  
Courses: i) *Criminal Justice, Law, and Morality*, ii) *AI: Prospects and Perils*, iii) *Personal and Social Identity*

Molloy College (now Molloy University) Rockville Centre, NY  
**Bachelor of Arts in Philosophy** (*GPA: 3.9, Minor in Spanish*) 9/2014 - 5/2018  
Honors Thesis: *Metacognition in Migration: Mitigating Demagoguery and Xenophobia*

## PROFESSIONAL EXPERIENCE

---

Molloy University - Office of Experiential Learning and Community Engagement Rockville Centre, NY  
**Assistant Director** 4/2025 - Present

- Serves as primary administrator for GivePulse technology platform available to network of 5,000 users.
- Collects and analyzes data for assessment and strategic reporting.
- Liaises with community partner organizations for responding to needs and offering solutions.
- Develops faculty support for implementing robust community-engaged curriculum.

Contract Musician Work 6/2016 - Present  
**Performer**

- Performs at public and private events, especially for hire across the NY-metro area.
- Completed invited residency at equity (professional) theatre in Mt. Carroll, IL. 6/2024-8/2024

### Instructor

- Develops individualized lesson plans, serving students ages 4-65 at various levels.
- Instructed approximately 20 total students on Long Island Studio of Music faculty. 3/2021-12/2024

Garden City Pizza Garden City, NY  
**Catering Order Processing Assistant** (Part-Time) 8/2018 - 3/2020

- Performed thorough nightly reviews of upcoming catering orders input into POS system.
- Eliminated logistical errors to ensure compliance with customer budgets, allergies, and locations.
- Conducted bilingual transactions, placed orders by phone and in-person.

Molloy College - Department of Philosophy Rockville Centre, NY  
**Undergraduate Research Assistant** (Part-Time) 3/2016 - 5/2018

- Copy-edited manuscripts and developed course materials using *Adobe InDesign*.
  - Sample course readers viewable [here](#) and [here](#).
- Processed publishing company permissions requests.
- Assisted in standard departmental operations.

Molloy College - Office of Financial Aid Rockville Centre, NY  
**Federal Work-Study Employee** (Part-Time) 9/2014 - 3/2016

- Provided administrative support across variety of interdepartmental and intra-office tasks.
- Selected by Assistant Director to support loan processing in compliance with *FERPA* regulations.

## SKILLS

---

+*Spanish (Working Professional Fluency)* +*Microsoft Office Suite* +*Google Workspace* +*WordPress*  
+*Adobe Acrobat* +*Cross-Functionality* +*Analysis*