**Joseph Edward Johnson**

1601 N 15th St, 617D, Philadelphia, PA 19121 – Phone: (404) 452-8437 – Email: johnsonedwardjoseph@gmail.com

**Education**

**Temple University** **Philadelphia, PA**

Ph.D. in History (GPA: 3.86) *August 2021 - Present*

**The University of Chicago Chicago, IL**

M.A. in Social Sciences (GPA: 3.84) *Graduation Date: June 2020*

**Oglethorpe University Atlanta, GA**

B.A. in History (GPA: 3.43) *Graduation Date: May 2017*

**Work Experience**

**Temple University Philadelphia, PA**

*Teaching Assistant* *August 2021 – Present*

* Attended weekly lectures and assisted undergraduate students with the instruction of coursework.
* Analyzed and graded a high volume of various assignments ranging from short quizzes to research papers.
* Responded to student communications in a professional and timely manner.
* Held office hours to assist students and respond to any questions outside of the classroom.

**Guaranteed Rate, Inc. Chicago, IL**

*CD Desk Analyst**July 2020 – July 2021*

* Utilized multiple databases for data entry involving mortgages across all fifty states.
* Researched and complied with state and federal regulations for mortgage processing.
* Completed research for compliance with local tax codes for mortgages.
* Edited and organized documents for processing in an extensive CRM system.
* Participated in processing improvement initiatives.

**University of Chicago Chicago, IL**

*Research Assistant**August 2019 – June 2020*

* Digitized rare materials from microform and other formats.
* Managed a website and mailing list to coordinate bi-monthly meetings between faculty and students.
* Procured materials for the supervising professor.
* Independently managed research projects.
* Navigated library databases to access a variety of information.

**Moody Blue Bar Moody, AL**

*Bartender**May 2019 – September 2019*

* Acted as the bar's first point of contact and customer service.
* Maintained a clean and orderly workspace, adhering to all health department and beverage commission standards.
* Monitored and tracked stock of contents behind the bar.
* Handled cash and credit transactions rapidly and accurately.

**Sportalspace, Inc. Atlanta, GA**

*Information Manager November 2017 – December 2018*

* Procured leads from internet-based research.
* Used Zoho CRM database, Constant Contacts, and Buffer.
* Created graphics on Adobe Photoshop and Canva, copy, and other promotional materials for sporting events.
* Produced and edited sports footage, graphics, and related A/V materials for internet broadcast and private clients.
* Maintained event management, planning, and preparation involving nonprofit organizations and public groups.
* Operated camera and A/V technical operations including, but not limited to, recommending new technology, maintaining current technology, and managing the operations of various devices such as laptops, microphones, cameras, headsets, broadcasting software, live streams, and other operating systems.

**Self-Employed Atlanta, GA**

*Copywriter May 2017 – November 2017*

* Produced a wide range of material for advertising purposes, including but not limited to webpage content, social media posts, and e-mail content.
* Fulfilled custom orders on a mandatory deadline while working independently.
* Responded to international team members online to facilitate effective communication on projects.

**Oglethorpe University Atlanta, GA**

*Lead Student Ambassador August 2014 – May 2017*

* Served as a tour guide to any visiting guests on campus
* Managed office environment, including event preparation, filing, and errand running.
* Completed data entry tasks.
* Interacted with admissions counselors and visitors with a friendly and knowledgeable demeanor.
* Recruited and worked with students on their admissions process.
* Used Colleague, Datatel, and Slate databases.

**Awards and Honors**

* Thomas J. Davis Endowed Fellowship in Diplomacy and Foreign Relations *2023-Present*

*Center for the Study of Force and Diplomacy*

* Marvin Wachman Fellowship in Force and Diplomacy *2023*

*Center for the Study of Force and Diplomacy*

* Sgt. Maj. William F. Berger Prize Endowed Fellowship for War and Society *2022-2023*

*Center for the Study of Force and Diplomacy*

* Teaching Assistantship *2021-Present*

*Temple University*

* Phoenix Research Award *2019-2020*

*The University of Chicago*

* Vera Milner Endowed Scholarship for Study Abroad *2016*

*Oglethorpe University*

* Earl Blackwell Endowed Scholarship in the Arts *2015, 2016, 2017*

*Oglethorpe University*

* Coca-Cola Foundation First Generation Scholarship *2013*

*The Coca-Cola Foundation*

* Presidential Scholarship with Recognition for Academic Merit *2013*

*Oglethorpe University*

* Membership in Phi Alpha Theta – History Honors Fraternity *2017*
* Membership in Omicron Delta Kappa – Leadership Honors Fraternity *2015*
* Membership in Alpha Psi Omega – Theatre Honors Fraternity *2015*

**Publications**

* “Book Review: *The Ends of Modernization: Nicaragua and the United States in the Cold War Era*” in *Strategic Visions*, Vol. 21, No. 21, (Fall 2021)
* “Book Review: *The Wretched Atom: America’s Global Gamble with Peaceful Nuclear Technology*” in *Strategic Visions,* Vol. 22, No. 22, (Fall 2022)

**Special Skills**

* Typing speed of 85 WPM and 14000KPH
* Intermediate proficiency in Spanish language Reading/Writing/Listening comprehension
* Knowledge of Microsoft Office, including Word, Excel, PowerPoint, Publisher, and Outlook
* Public Speaking
* Data entry and organization; CRM Management
* Leadership experience: event planning, fundraising, public relations
* Research - knowledge of databases and proper usage of research resources, i.e., JSTOR, EBSCO, ProQuest, etc.
* Knowledge of Adobe Creative Cloud, particularly Premiere Pro and Photoshop